

**OFFICIAL MINUTES OF THE BOARD OF EDUCATION
MUNDELEIN HIGH SCHOOL DISTRICT 120**

MINUTES OF THE BOARD OF EDUCATION of Mundelein High School District 120 held on the eighteenth day of June 2019, at 6:31 p.m.

Members of the Board of Education present:

PRESENT: Thomas Ouimet, Vice-President (Pro-Tem)
Lisa Yaffe, Secretary
Sara Davalos
Laura Mellon

ABSENT: Peter Rastrelli
Jane Siegal
Laura Vogt, President

ADMINISTRATORS:

Dr. Kevin Myers, Superintendent
C. Andrew Searle, Chief School Business Official
Shane McCreery, Director of Human Resources
Jamie DiCarlo, Director of Special Education
Dr. Anthony Kroll, Principal
Stacey Gorman, Director of Curriculum & Instruction
Troy Parola, Athletic Director
Mike Pope, Assistant Principal
Larry Calhoun, Certified Staff Member

D75 ADMINISTRATOR:

Mark Pilut, Principal, Carl Sandburg Middle School

AUDIENCE MEMBERS:

Dean Petros, MEA President
Michelle Kierna, Certified Staff Member

AGENDA

It was moved by Board Member Mellon, seconded by Board Member Davalos, that the Board of Education of Mundelein High School District 120 approve the agenda for June 18, 2019.

CITIZENS' COMMENTS

No citizen comment.

CONSENT AGENDA

It was moved by Board Member Mellon, seconded by Board Member Davalos that the Board of Education of Mundelein High School District 120 approve the amended consent agenda of June 18, 2019 which included:

- May 23, 2019 Special Board Minutes
- Bill List
- Financial Report
- Treasurer's Report
- SAF Bill List
- Annual Renewal List

- Personnel Report
- Employment – Certified – FY20 – Emma Grochowski, Kenneth Mooney, Cathy Strum-Logsdon, Samantha Medland
- Resignations – Yvonne Edwards, Ryan Jacobi, Samantha Rivera, Sara Sinclair
- FMLA – Sara Ann Ellis
- Summer Assignments 2019: Session 2 – Steven Brin, Russ Gates, Patrick Hennelly, John Jobst, Martin Keane, Chris Sweno, Chris Vargas, Dave Whitson, Rae Wynn
- Technology Support/Part-time – Nathan Ayers
- Technology Student Support – Peter Cardenas, Eric Chong, Jacob Ko

Upon roll call, the following members voted:

AYE: Board members: Davalos, Mellon, Ouimet, Yaffe

NAY: None

DISTRICT 120 REPORTS

Abatement Agreement

Mr. Searle, business manager, reviewed that Medline has agreed to the abatement agreement. The abatement agreement includes Grayslake and Fremont 79. The three government units will extend the agreement to a maximum period of 15 years. The maximum amount that may be abated by the district during the term of the agreement is 52% and the estimated amount of new money is \$250,000. He also reviewed goals and benchmarks that were included in the agreement. Discussion was held on the topic.

Resolution for Transfer from the Operations and Maintenance Fund to the Capital Projects Fund

Mr. Searle reviewed the transfer of \$255,000 from the Operations and Maintenance Fund to the Capital Projects Fund. The budgeted transfer will cover past expenditures in the Capital Projects Fund related to additional projects during the new addition construction.

FY18-19 Amended Budget

Mr. Searle reviewed the recommendation for the FY2018-2019 amended budget. The amended budget took into account the budget amendments made during the year to the districts' federal Title and IDEA grants.

Shared Services Compensation Matrix

Mr. Searle reviewed the recommendation for the shared services committee compensation matrix. The matrix included the data-based method for determining the percentage of the salary and benefits costs that is associated with each district for each position. The compensation matrix model will be reviewed in four years. Discussion was held on the topic. He also shared that D75 will not be approving the compensation matrix. However, D75 will review the topic again at the August board meeting.

Mundelein Education Association Agreement

Mr. Searle reviewed the stipend agreement and piloting process under the MEA contract. The changes were reviewed and agreed upon with the MEA Leadership. The district recommended the following adding and/or adjusting of stipends for the Theater Manager, Puertas, El Baile, and Marching Band. Discussion was held on the topic.

Shared Services Update

Dr. Myers shared an update on the proposed move of the D75 district office to D120 district office for the 2019-2020 school year. He shared the D120 office remodel lacked the ability to expand and accommodate the D75 staff members. Instead the plan will be to move D120 staff members to the D75 district office for the 2020-2021 school year. He shared the move would be delayed one school year. During the next school year an architect will work with staff members

to create the design of the office space. Updates will be provided to the board members throughout the year. Discussion was held on the how the building is currently being utilized for school events. He shared the building permit information authorized by the ROE. Discussion was held on how the districts would be dividing the cost to the D75 building.

Dr. Myers also shared that during the 2018-2019 school year the administrative teams from D75 and D120 worked on establishing a mission and how the team would work together. It was agreed to establish a three year work plan by department. Mr. Pilut, principal, Carl Sandburg reviewed and read the mission of D75 & D120.

Playbook, End of the Year Review

Dr. Myers reviewed the core values and the thematic goals which included the continued implementation of equitable systems and supports in order to develop a school where all learners are valued and achieve. He reviewed how the district will use eight ways to measure growth in the thematic goal. He shared the districts began collaborating at the beginning of the school year to identify areas in which we can work together to better serve the students. The districts will meet again in August 2019 to review a three-year work plan by department.

Dr. Kroll, Principal and Ms. Gorman, Director of Curriculum and Instruction, reviewed and compared the number of students earning a "C" or better of all students in the 2018-19 semester II and 2017-18 semester II school year. The data did not demonstrate a change from the previous year. Ms. Gorman shared that this may be due to inconsistent grading practices. A grading committee consisting of staff, community members and students will be formed to review the grading practices. Staff members will receive professional development in the next school year to assist with developing equitable grading practices.

In addition, she reviewed the action steps of increasing the number of students earning all C's or better. The 2019-20 academic and social/emotional supports provided to students include increased support in World Studies, U.S. History, and English 1 and 2, second semester credit recovery for freshmen for those who failed a first semester graduation requirement, guided study/credit recovery for 10th-12th graders, Freshmen Advisory Study lunches and grade checks for students not meeting benchmarks, professional development on trauma informed care, and anxiety/depression; and a new structure for our individualized student problem-solving approach. A data coach will utilize the programs Illuminate and Educlimber to assist with gathering the data.

Additionally, Ms. Gorman reviewed the Advanced Placement (AP) and Honors enrollment. She shared the 2018-19 school year versus the 2017-18 school year in semester II by ethnicity and total number of students taking at least one AP and/or Honors class. The data did not demonstrate a change from the previous year. She shared that 46% of freshmen were enrolled in Honors English 1 this year. She also reviewed the data on the World Studies Earned Honors and the historical grade data.

In addition, she shared that Sol Cabachuela, parent liaison, has been instrumental in calling parents of incoming freshmen to explain the AP and Honors classes. Also, six action steps included calling parents of freshmen who were recommended for a higher course level for sophomore year, continued outreach to parents at community meetings, Universidad de Padres, AVID parent nights, AP/Honors mentors continual promotion of the benefits of taking an Honors or AP course, teacher recommendations at the end of first semester, AVID acceptance for sophomores and juniors and District 75's expansion of the "Big 10" math acceleration program. Discussion was held concerning ways to change the mindsets of the students who were not placed in honors classes "earned honors" last year.

Mr. Pope reviewed the attendance goal for SY2018-19 is to maintain 95% or higher attendance from all categories. The SY18 overall attendance rate was 94.7% and SY19 was 95.8. He

reviewed the new initiatives which included the HERO program, automatic/timely intervention, parent notification and dean interaction. He also reviewed the chronic truancy goal for SY2019-20 is to decrease it by .2%. He shared the increase in chronic truancy was due to staff confirming the absence(s) were valid.

In addition, he reviewed the Out-of-School suspensions (OSS) data for SY2018-19. The goal for SY2019-20 is to decrease the disproportionality in Out-of-School suspensions (OSS). He shared that vaping increased the out-of-school suspensions. He reviewed the support that was provided to inform students, parents and staff on areas that caused an increase of OSS's.

In conclusion, he shared the goal for SY2019-2020 is to increase the parent contact rate to 100%. Discussion was held on what support is the district students and parents that have truant students.

Troy Parola, athletic director, reviewed the continued goal to increase the number of students who participate in athletics, clubs and activities. He reviewed the goal is to increase the participation rate by 5%. He reviewed the eight areas of growth/participation. He shared the Booster Club donated \$1000 to attend a summer sport. Sol Cabachuela, parent liaison, is assisting parents with signing up middle and elementary students who are interested in participating in summer sports.

Dr. Anthony Kroll, principal, reviewed the graduation data for SY19. He stated the SY2018-19 graduation data is still pending from the Illinois State Board of Education (ISBE). The SY2019-2020 goal is to increase the overall graduation rate to 92%. He reviewed the changes in the Playbook data that will align with the Illinois State Board of Education, Every Student Success Act, and other areas of interest. He reviewed the areas of academic and behavioral indicators. He also reviewed how a student can achieve a College and Career pathway endorsement or fulfil three other areas while attending school. He reviewed how the academic indicators, career ready indicators or the distinguished scholar are ways to achieve a College and Career pathway endorsement. Discussion was held on the topic of a social/emotional matrix that could be monitored throughout the school year. Dr. Kroll shared that a problem-solving team is currently in place. Additional data will be provided at the August 2019 board meeting. The next playbook review will be at the February 11, 2020 board meeting.

School Board Policy 6:300 First Reading

Dr. Kroll shared the school board policy #6:300 was reviewed at the last board meeting and will be presented to the board for final adoption.

Administrator Job Descriptions

Mr. McCreery reviewed the recommended changes to the job descriptions for the Assistant Principal of Student Services, Assistant Principal of Teaching and Learning, Director of Special Education & English Learners and Guidance Department Chair.

PRESS Policy #99 & #100, Second & Final Reading

Dr. Myers shared the PRESS policy #99 and #100 was reviewed at the last board meeting and will be presented to the board for final adoption.

Estimated Expense Approval – (Full-day Workshop)

Dr. Myers reviewed the expense for Board President Vogt to attend a full-day workshop at the 2019 IASB Annual Joint Conference in Chicago.

COMMITTEE UPDATES

Finance and Facility

No updates.

Shared Services

Updates presented at regular board meeting.

REPRESENTATIVE UPDATES

Community Outreach

No updates.

Legislative

Board member Mellon shared several legislative updates.

MHS Foundation

No updates.

PRESS Policy

Updates presented at regular board meeting.

SEDOL

Board member Davalos shared information from the SEDOL board meeting. The next meeting is scheduled for December 4, 2019.

ACTION ITEMS

Abatement Agreement

It was moved by Board Member Mellon, seconded by Board Member Davalos, that the Board of Education of Mundelein High School District 120 adopt the resolution of the Board of Education for Mundelein High School District 120 of intent to enter property tax abatement agreement.

Upon roll call, the following members voted:

AYE: Board members: Davalos, Mellon, Ouimet, Yaffe

NAY: None

Resolution for Transfer from the Operations and Maintenance Fund to the Capital Projects Fund

It was moved by Board Member Davalos, seconded by Board Member Mellon, that the Board of Education of Mundelein High School District 120 approve the Resolution for Transfer \$255,000 from the Operations and Maintenance Fund to the Capital Projects Fund.

Upon roll call, the following members voted:

AYE: Board members: Davalos, Mellon, Ouimet, Yaffe

NAY: None

FY18-19 Amended Budget

It was moved by Board Member Mellon, seconded by Board Member Davalos, that the Board of Education of Mundelein High School District 120 approve the FY18-19 amended budget as presented.

Upon roll call, the following members voted:

AYE: Board members: Davalos, Mellon, Ouimet, Yaffe

NAY: None

Shared Services Compensation Matrix

It was moved by Board Member Davalos, seconded by Board Member Mellon, that the Board of Education of Mundelein High School District 120 approve the Shared Services Compensation Matrix as presented.

Upon roll call, the following members voted:

AYE: Board members: Davalos, Mellon, Ouimet, Yaffe

NAY: None

Mundelein Education Association Agreement – Club and activities Stipends

It was moved by Board Member Davalos, seconded by Board Member Mellon, that the Board of Education of Mundelein High School District 120 approve the placement, move and/or adjustment to the extra-curricular stipend salary schedule and category for the Theater Manager, Puertas, El Baile and Marching Band Percussion.

Upon roll call, the following members voted:

AYE: Board members: Davalos, Mellon, Ouimet, Yaffe

NAY: None

PRESS Policy #99, Second and Final Reading

It was moved by Board Member Mellon, seconded by Board Member Davalos, that the Board of Education of Mundelein High School District 120 approve PRESS Policy #99 as presented.

Upon roll call, the following members voted:

AYE: Board members: Davalos, Mellon, Ouimet, Yaffe

NAY: None

PRESS Policy #100, Second and Final Reading

It was moved by Board Member Mellon, seconded by Board Member Davalos, that the Board of Education of Mundelein High School District 120 approve PRESS Policy #100 as presented.

Upon roll call, the following members voted:

AYE: Board members: Davalos, Mellon, Ouimet, Yaffe

NAY: None

Administrator Job Descriptions

It was moved by Board Member Mellon, seconded by Board Member Davalos, that the Board of Education of Mundelein High School District 120 approve the job descriptions, Assistant Principal of Student Services, Assistant Principal of Teaching and Learning, Director of Special Education & English Learners and Guidance Department Chair as presented.

Upon roll call, the following members voted:

AYE: Board members: Davalos, Mellon, Ouimet, Yaffe

NAY: None

Estimated Expense Approval

It was moved by Board Member Mellon, seconded by Board Member Davalos, that the Board of Education of Mundelein High School District 120 approve the estimated total cost for the Pre-Conference Workshop for \$280.

Upon roll call, the following members voted:

AYE: Board members: Davalos, Mellon, Ouimet, Yaffe

NAY: None

EXECUTIVE SESSION

It was moved by Board Member Mellon, seconded by Board Member Davalos, that the Board adjourn for 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)

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 shall be recorded and entered into the minutes of the closed meeting minutes, 5ILCS 120/2(c)(11)

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)

OPEN SESSION

The Board reconvened to Open Session at 11:06 p.m.

ACTION

Executive Session Minutes

It was moved by Board Member Davalos, seconded by Board Member Mellon, that the Board of Education of Mundelein High School District 120 accept the Superintendent's recommendation to approve the executive session minutes for May 23, 2019.

Upon roll call, the following members voted:

AYE: Board members: Davalos, Mellon, Ouimet, Yaffe

NAY: None

Verbatim Record (Audio Recording) of Executive Session

It was moved by Board Member Mellon, seconded by Board Member Davalos, that the Board of Education of Mundelein High School District 120 approve the Closed Session Verbatim records be destroyed as presented after June 18, 2019.

- June 20, 2017
- July 18, 2017
- August 8 & 22, 2017
- September 12, 2017
- October 17, 2017
- November 7 & 14, 2017
- December 12 & 22, 2017

Upon roll call, the following members voted:

AYE: Board members: Davalos, Mellon, Ouimet, Yaffe

NAY: None

Review of Closed Session Minutes

It was moved by Board Member Mellon, seconded by Board Member Davalos, that the Board of Education of Mundelein High School District 120 approve the following closed session minutes continue to require confidentiality and are recommended to remain in the closed session file.

Will continue to remain confidential:

- June 19, 2018
- August 14, 2018
- September 11 & 13, 2018
- October 16, 2018
- November 13, 2018
- December 11, 2018

Confidentiality No Longer Exists:

- July 17, 2018

Upon roll call, the following members voted:

AYE: Board members: Davalos, Mellon, Ouimet, Yaffe

NAY: None

ADJOURNMENT

It was moved by Board Member Yaffe, seconded by Board Member Mellon, that the Board of Education of Mundelein High School District 120 adjourn the meeting of June 18, 2019 at 11:10 p.m.

Motion approved by voice vote: 4-0.

Respectfully submitted,

TOM OUIMET, PRESIDENT PRO-TEM
DISTRICT 120, BOARD OF EDUCATION

LISA YAFFE, SECRETARY
DISTRICT 120, BOARD OF EDUCATION

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