

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

**MINUTES OF THE BOARD OF EDUCATION of Mundelein Consolidated High School District 120 held on the twenty-second day of May, 2018, at 6:30 p.m.**

Members of the Board of Education present:

**PRESENT:** Joanne Anderson, President  
Al Hitzke, Vice-President  
Laura Vogt, Secretary  
Sara Davalos  
Laura Mellon  
Thomas Ouimet  
Jane Siegal

**ABSENT:** None

**ADMINISTRATORS:**

Dr. Kevin Myers, Superintendent  
C. Andrew Searle, Chief School Business Official  
Dr. Anthony Kroll, Principal  
Jamie DiCarlo, Director of Special Education  
Stacey Gorman, Director of Curriculum and Instruction

**AUDIENCE MEMBERS:**

Dean Petros, MEA President

**AGENDA**

It was moved by Board Member Mellon, seconded by Board Member Hitzke, that the Board of Education of Mundelein Consolidated High School District 120 approve the revised agenda for April 17, 2018.

**CITIZENS' COMMENTS**

No citizen comments.

**BOARD SALUTES**

Dr. Kroll thanked the board members who attended graduation. He gave a shout-out to Jamie DiCarlo, director of special education, for arranging a special graduation ceremony for a student who was unable to attend graduation. He also thanked Mundelein High School senior students, Kayla Gonzalez and Evan Salazar, AVID seniors who were honored at the Lake County Illinois Principal's Association recognition event for service and academic success. He also shared that the work between MHS and local realtors was paying off as the new building addition and programming are evident in house listings.

He congratulated four Mundelein High School juniors, Isabel Alviar, Sydnie Mathews, Diego Cisneros and Charles Fladhammer, who were recently selected to represent MHS at the summer Boys and Girls State "conventions". The event is sponsored by the American Legion and American Legion Auxiliary. He also congratulated MHS senior, Gillian Beginski, for being awarded the Presidential Scholarship from Millikin University. He also thanked, Jessica

Herrmann and Nancy Toland, certified staff members, for hosting the Welcome to Wellness Week 2018 event.

Dr. Myers congratulated Daniel Nieto and Erik Costello for being selected to participate in competitive summer college in leadership and engineering programs. He also congratulated John Lay, an MHS junior, for scoring a perfect score of 36 on the ACT test.

### **CONSENT AGENDA**

It was moved by Board Member Ouimet, seconded by Board Member Hitzke, the Board of Education of Mundelein Consolidated High School District 120 approve the consent agenda of May 22, 2018 which included:

- April 17, 2018 Regular Board Minutes
- Bill List
- Financial Report
- Treasurer's Report
- SAF Bill List
- Personnel Report
- Assignment Change – Classified – Certified - Kendra Allen; Andrew Hirshman; Steven Cone
- Employment – Coaching - Faron Daugis; Joel Gehrett
- Extended Leave of Absence – Certified - Krysta Hamlin Penuel
- FMLA – Certified - Stacey McLeod
- Intent to Retire – Certified - Christine O'Toole

Upon roll call, the following members voted:

AYE: Board members: Anderson, Davalos, Hitzke, Mellon, Ouimet, Vogt

NAY: None

### **DISTRICT 120 REPORTS**

#### Article Review

Board Member Ouimet shared his experience from attending *The Equity Event*. He summarized the presentations that were provided by the three speakers and a book that provided at the event. Discussion was held on the topic.

Dr. Myers inquired if the board members would like a copy of a book to review at a future board meeting. He shared a document that listed twenty items. He asked the board members to select an item from the list and asked "what are you willing to commit to from the list"? Board members will be asked to share the item that they have selected at the next regularly scheduled board meeting.

#### Bell Schedule Update

Dr. Myers shared the background on the work the committee has explored on the bell schedule. The focus group committee members were tasked with "remember the why" and focused on five areas; elimination of gap time, increase in overall instructional minutes per week, consistency for students and staff, the best schedule for our current and future curricular programming and a schedule that allows for current and future flexibility.

The committee members reviewed the feedback from staff, students, and parent on the different aspects of the 8-period schedule. They studied five themes or subjects that consistently come up. The five changes to the 2018-2019 schedule were shared, they included staff supervisions, additional support and elective options for our at-risk learners, use of 3:05 time and may include

length of lunch for students is 50 minutes, common collaboration time for staff (lunch/prep) and track and monitor intervention spaces and students' progress.

Dr. Kroll, principal and Dean Petros, certified staff member, reviewed the three supervision issues and shared the four data collection methods and findings. They shared the recommended modifications for the math lab and other areas of supervision and the anticipated results from the modifications. The two changes to the 2018-2019 schedule were shared, they included freshman and sophomore academic support. Discussion was held on the topic.

Stacey Gorman, director of curriculum and instruction, and Jessica Herrmann, systems of support coordinator, reviewed the three issues for students who need interventions. They shared the four data collection methods and findings that students have for support and elective options.

Dr. Herrmann reviewed the additional student support. The additional support would include embedding support into the schedule for all freshman students. She shared that freshman core teachers would receive executive functioning training and a freshman advisory would be available once a week during the first half of the lunch period to address study skills, social-emotional strategies, and include guest speakers.

Tom Buenik, director of guidance, reviewed the issues on the use of time from 3:05 pm to 3:25 pm that is meant for teacher contact with students. He shared the two data collection methods and findings. He reviewed the committee findings did not indicate a trend or solution to support a change in the schedule for the 2018-2019 school year.

Mr. Buenik reviewed the issues with the common collaboration time. He shared the past experience on the 4x4 block and the experience on the 8-period day. He shared the two data collection methods and findings. He reviewed the modifications and the anticipated results from the modifications for the 2018-2019 school year.

Dr. Herrmann reviewed the issue with student spaces which include the need for students to have access to teachers and supports throughout the day. She reviewed the data collection methods and findings. She reviewed the modifications and the anticipated results for the 2018-2019 school year.

#### Disposal of School Property

Dr. Kroll reviewed the recommendation by the Technology department to dispose of 135 Chromebooks. The items will be sold to D75 for \$25/each for a final invoice amount of \$3,375.

#### Textbook Adoption, First Reading

Dr. Myers reviewed the first reading for the materials recommended for adoption. The books, Full Life Process and Practical Assessment Exploration System (PAES)/Talent Assessment Inc., will remain in the Superintendent's office until the second and final reading at the next board meeting.

#### Textbook Adoption, Second and Final Reading

Dr. Myers reviewed the second and final reading for the the books, The Cultural Landscape, an Introduction to Human Geography, The Musician's Guide to Theory and Analysis and Geometry, a Common Core Curriculum that were recommended for adoption.

#### School Treasurer's Appointment

Dr. Myers reviewed that the Lake County Regional Office of Education annually requests that the Mundelein Board of Education identify the school treasurer. The request was made for C. Andrew Searle, Chief Business Official to continue to be the treasurer for the district.

Human Resources, Job Description, Second and Final Reading

Dr. Myers reviewed the first reading for the Director of Human Resources job description. A recommendation will be made at the next regularly scheduled board meeting.

Exec. Asst. to the Dir. of Special Education Job Description, First Reading

Dr. Myers reviewed the second and final reading for the executive assistant to the director of special education job description in the Special Education department. The position will support the director of special education and begin July 1, 2018-2019.

Occupational Therapist Job Description, First Reading

Dr. Myers reviewed the second and final reading for the Out of District Coordinator job description in the Special Education department. The position will support the transition program that begins in the 2018-2019 school year.

Hearing Itinerant Job Description, First Reading

Dr. Myers reviewed the second and final reading for the hearing itinerant job description in the Special Education department. The position will support the transition program that begins in the 2018-2019 school year.

Vocational & Outplacement Coordinator, First Reading

Dr. Myers reviewed the second and final reading for the vocational and outplacement coordinator job description in the Special Education department. The position will support the transition program that begins in the 2018-2019 school year.

Appointment of Hearing Officers

Dr. Myers reviewed the appointment of Dr. Gary Zabilka, as the primary hearing officer to conduct expulsion hearings. A representative from District 75 will be the second hearing officer to conduct hearings for the 2018-2019 school year

PRESS Policy #97, Second and Final Reading

Dr. Myers shared the PRESS policy #97 was reviewed at the last board meeting and will be presented to the board for final adoption.

School Board Policy #6:300, Second and Final Reading

Dr. Myers reviewed the second and final reading for school board policy 6:300. The recommendation includes updates and changes to the policy that has been reviewed by the appropriate administrators.

FOIA Update

Dr. Myers reviewed the Freedom of Information Act [FOIA] request made by Leah Hover-Preiss.

Future Board Agenda Items

Dr. Myers reviewed the upcoming events at Mundelein High School. He also invited board members to attend any ongoing school activities.

**COMMITTEE UPDATES**

PRESS Policy

No updates.

Legislative

Board member Mellon shared several legislative updates.

Community Outreach

Board member Vogt and Davalos shared information on recent school events at MHS.

Finance and Facility

Mr. Searle shared that the committee members are reviewing the construction project with the transition program.

SEDOL

No updates.

Shared Services

Board members from D120, Vogt and Mellon and board member from D75, Kevin Holly reviewed the shared services recommendations made by the committee to the board members. Board member Mellon read the declaration for a shared service model for the superintendent. She shared the three areas that explained the purpose for a shared service model for the superintendent.

Board member Holly, D75, reviewed the six distinct responsibilities that were addressed in the declaration for shared service model for the superintendent. Board member Vogt, stated the school boards will have one year to work through the transition. Board member Holly, D75, asked the board members to visualize the potential for both school districts with the shared service model for the superintendent. He provided examples of joint goals the school districts would work on, equity, student growth and collaboration.

Dr. Myers reviewed how the school boards would develop a relationship with each other. He read four areas of the agreement. The committee members shared how the community was reacting to the shared services model. Discussion was held on the other sender school districts that are not participating in the shared services model. Currently the district is working with all the sender schools to work on aligning the curriculum. Dr. Myers also shared the history of previous attempts to have a shared services model.

**CITIZENS' COMMENTS**

No citizen comments

**ACTION**

Disposal of School Property

It was moved by Board Member Hitzke, seconded by Board Member Davalos, that the Board of Education of Mundelein Consolidated High School District 120 accepts the Superintendent's recommendation to approve the disposal of 135 Chromebooks as presented and sold to D75 for \$25/each as presented.

Upon roll call, the following members voted:

AYE: Board members: Anderson, Davalos, Hitzke, Mellon, Ouimet, Siegal, Vogt

NAY: None

Textbook Adoption, Second and Final Reading

It was moved by Board Member Mellon, seconded by Board Member Siegal, that the Board of Education of Mundelein Consolidated High School District 120 accepts the Superintendent's recommendation to approve accept the Superintendent's recommendation to approve the textbooks as presented.

- The Cultural Landscape: An Introduction to Human Geography
- The Musician's Guide to Theory and Analysis- Textbook and Workbook:
- Geometry: A Common Core Curriculum

Upon roll call, the following members voted:

AYE: Board members: Anderson, Davalos, Hitzke, Mellon, Ouimet, Siegal, Vogt

NAY: None

#### School Treasurer's Appointment

It was moved by Board Member Hitzke, seconded by Board Member Mellon, that the Board of Education of Mundelein Consolidated High School District 120 accepts the Superintendent's recommendation to approve the school treasurer's appointment of C. Andrew Searle, the school treasurer's bond will be effective July 1, 2018 through June 30, 2019. He will sign the appropriate forms to be filed with the Regional Superintendent of Schools.

Upon roll call, the following members voted:

AYE: Board members: Anderson, Davalos, Hitzke, Mellon, Ouimet, Siegal, Vogt

NAY: None

#### Human Resources, Job Description, Second and Final Reading

It was moved by Board Member Hitzke, seconded by Board Member Mellon, that the Board of Education of Mundelein Consolidated High School District 120 accepts the Superintendent's recommendation to approve the job description for the Director of Human Resources as presented.

Upon roll call, the following members voted:

AYE: Board members: Anderson, Davalos, Hitzke, Mellon, Ouimet, Siegal, Vogt

NAY: None

#### Appointment of Hearing Officers

It was moved by Board Member Mellon, seconded by Board Member Hitzke, that the Board of Education of Mundelein Consolidated High School District 120 accepts the Superintendent's recommendation to approve Dr. Gary Zabilka as the primary hearing officer and an administrator from District 75 as the secondary hearing officer for Mundelein High School.

Upon roll call, the following members voted:

AYE: Board members: Anderson, Davalos, Hitzke, Mellon, Ouimet, Siegal, Vogt

NAY: None

#### PRESS Policy #97, Second and Final Reading

It was moved by Board Member Mellon, seconded by Board Member Siegal, that the Board of Education of Mundelein Consolidated High School District 120 accepts the Superintendent's recommendation to approve PRESS Policy#97 as presented.

Upon roll call, the following members voted:

AYE: Board members: Anderson, Davalos, Hitzke, Mellon, Ouimet, Siegal, Vogt

NAY: None

School Board Policy #6:300, Second and Final Reading

It was moved by Board Member Hitzke, seconded by Board Member Mellon, that the Board of Education of Mundelein Consolidated High School District 120 accepts the Superintendent's recommendation to approve School Board Policy #6:300 as presented.

Upon roll call, the following members voted:

AYE: Board members: Anderson, Davalos, Hitzke, Mellon, Ouimet, Siegal, Vogt

NAY: None

**EXECUTIVE SESSION**

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

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 10:06 p.m.

**ACTION**

Executive Session Minutes

It was moved by Board Member Mellon, seconded by Board Member Hitzke, that the Board of Education of Mundelein Consolidated High School District 120 accepts the Superintendent's recommendation to approve the executive session minutes for April 17, 2018.

Upon roll call, the following members voted:

AYE: Board members: Anderson, Davalos, Hitzke, Mellon, Ouimet, Vogt

NAY: None

Agreement for Shared Superintendent Services

It was moved by Board Member Mellon, seconded by Board Member Siegal, that the Board of Education of Mundelein Consolidated High School District 120 approve as presented with any changes substantially approved by the administration and board attorney the agreement for shared superintendent services between Mundelein Elementary School District 75, Mundelein Consolidated High School District 120, and Dr. Kevin Myers for the time period July 1, 2019 to June 30, 2024.

Upon roll call, the following members voted:

AYE: Board members: Davalos, Hitzke, Mellon, Ouimet, Siegal, Vogt

NAY: Anderson

Superintendent Agreement

It was moved by Board Member Mellon, seconded by Board Member Siegal, that the Board of Education of Mundelein Consolidated High School District 120 approve the superintendent's agreement between Mundelein Consolidated High School District 120 and Dr. Kevin Myers for the time period July 1, 2019 to June 30, 2024.

Upon roll call, the following members voted:

AYE: Board members: Anderson, Davalos, Hitzke, Mellon, Ouimet, Vogt

NAY: None

**PRESIDENT'S PREROGATIVE**

The board members discussed the crosswalk near the school. They requested the district inform the Village of Mundelein to check the illumination near the area.

**ADJOURNMENT**

It was moved by Board Member Siegal, seconded by Board Member Ouimet, that the Board of Education of Mundelein Consolidated High School District 120 adjourn the meeting of May 22, 2018 at 10:13 p.m.

Motion approved by voice vote: 7-0.

Respectfully submitted,

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JOANNE ANDERSON, PRESIDENT  
DISTRICT 120, BOARD OF EDUCATION

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LAURA VOGT, SECRETARY  
DISTRICT 120, BOARD OF EDUCATION

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