

**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 sixth day of August 2019, at 6:30 p.m.

Members of the Board of Education present:

PRESENT: Laura Vogt, President
Lisa Yaffe, Secretary
Sara Davalos
Laura Mellon
Peter Rastrelli
Jane Siegal

ABSENT: Tom Ouimet, Vice-President

D120 ADMINISTRATORS:

Dr. Kevin Myers, Shared Services Superintendent
C. Andrew Searle, Chief School Business Official
Shane McCreery, Director of Human Resources
Jamie DiCarlo, Director of Special Education
Dr. Anthony Kroll, Principal
Michael Pope, Assistant Principal
Dr. Jessica Herrmann, Systems of Support Coordinator
Larry Calhoun, Certified Staff Member

D75 ADMINISTRATOR:

Dave Zaremba, Operations Manager

AUDIENCE MEMBERS:

Dean Petros, MEA President

AGENDA

It was moved by Board Member Siegal, seconded by Board Member Rastrelli, that the Board of Education of Mundelein High School District 120 approve the agenda for August 6, 2019.

CITIZENS' COMMENTS

No citizen comments.

CONSENT AGENDA

It was moved by Board Member Mellon, seconded by Board Member Siegal that the Board of Education of Mundelein High School District 120 approve the revised consent agenda of August 6, 2019 which included:

- July 16, 2019 Regular Board Minutes
June 18, 2019 Regular Board Minutes (REVISED)
- Bill List
- Financial Report
- Treasurer's Report
- SAF Bill List
- Annual Renewal List
- Personnel Report

Employment – Certified – Priyank Srivastava
Change in Assignment – Classified – Rena McMahon
Employment - Classified – Amber Bolke, Rebecca Elkins
Employment – Coaches – Laura Duesing, June Kim, Erick Sanchez
Shared Service Support – Melinda Finn, Julie Hupp, Sharon Rzyski
Resignation – Alyssa Cook, Mathew Farmer, Randy Ramirez

Upon roll call, the following members voted:

AYE: Board members: Davalos, Mellon, Rastrelli, Siegal, Vogt, Yaffe

NAY: None

DISTRICT 120 REPORTS

Review of FY2020 Tentative Budget

Mr. Searle, business manager, reviewed the FY2019-20 tentative budget. The tentative budget will be available on the district website and in the business office for the next 30 days. The final adoption of the budget will be at the September 10, 2019 board meeting.

District Office Space Plan

Mr. Searle reviewed a tentative office space layout for District 75 and District 120. Additional information will be provided at the December regularly scheduled board meeting. Construction is projected to begin in March 2020. Discussion was held on the topic.

Shared Services Administrator Position Update

The administration recommended Jamie DiCarlo for the shared services administrator position. Ms. DiCarlo reviewed her recommendations for the shared services administrator position. She shared the number of days that she will be at District 75 and the proposed modifications to her responsibilities at both districts.

Assistant Superintendent of Student Services, Job Description

Mr. McCreery, director of human resources, reviewed the assistant superintendent of student services job description. He shared that he reviewed the current job descriptions for both districts and combined the area of responsibilities where it was required.

Dress Code Guidelines Update

Mr. Michael Pope, assistant principal and Dr. Jessica Herrmann, systems of support coordinator, reviewed the proposed guidelines. Mr. Pope reviewed the equitable dress code, board policy and he also shared the committees that assisted with the development of the guidelines; as well as the dress code values and goals. He shared the changes made to the handbook that eliminates certain wording that might imply bias.

Mr. Pope reviewed the new dress code, which included addressing several areas of allowable dress and grooming. He shared the next steps, which included a notification letter to staff, student and parents, assess the policy throughout the year with students, staff, and parents, continue to meet with Student Leadership, discussion with SBLT and the handbook committee and each year equitable update the policy. Discussion was held on the topic.

Handle With Care Program

Dr. Anthony Kroll, principal, reviewed the Handle with Care Program. The program is a communication system that works in cooperation between the MPD and MHS. The communication system allows sharing of generic traumatic information about a student. He reviewed how school employees would monitor a student who has had a traumatic experience and what to do if the student behavior warrants intervention. He shared the notification process

and the internal communication process. Discussion was held on the topic and it was agreed to provide additional information at the next regularly scheduled board meeting.

Manufacturing Cooperative Agreement

Mr. Larry Calhoun, fine and applied arts department chair, reviewed the cooperative manufacturing program agreement with CLC, Lake Zurich and Round Lake High Schools and Mundelein High School. The course offerings prepare students for a career to college pathway. Students will learn National Institute of Metalworking Skills (NIMS) certification while in school and complete an internship at a manufacturing company prior to graduation.

Dr. Myers requested that in order to expedite the agreements the board designate the superintendent as the person to sign the agreement on their behalf. Discussion was held on collecting data to monitor the progress of the cooperatives.

PRESS Policy #101, First Reading

Dr. Myers reviewed the first reading update for PRESS policy #101. He asked the board members to review the recommendations for policy 4:190. Discussion was held on the topic.

District Policy #5:50, First Reading

Dr. Myers reviewed the first reading for school board policy 5:50. A second and final reading will be presented to the board at the next board meeting.

Revised 2019-2020 School Calendar

Dr. Myers reviewed the recommendations to the revised 2019-2020 school calendar. February 17 will now be a non-attendance day and the emergency days have been moved to later in the schoolyear.

COMMITTEE UPDATES

PRESS Policy

No updates.

Legislative

Board member Mellon shared several legislative updates.

Community Outreach

Board members Vogt and Rastrelli shared updates on the various activities in the community and high school.

Finance and Facility

Mr. Searle shared the committee would be meeting in August 2019.

MHS Foundation

No updates.

Shared Services

Board member Vogt shared the committee would be meeting in September 2019.

SEDOL

Board member Siegal shared the next meeting will be August 28, 2019.

ACTION ITEMS

FY2020 Tentative Budget

It was moved by Board Member Siegal, seconded by Board Member Rastrelli, that the Board of Education of Mundelein High School District 120 approve the FY2020 Tentative Budget as presented.

Upon roll call, the following members voted:

AYE: Board members: Davalos, Mellon, Rastrelli, Siegal, Vogt, Yaffe

NAY: None

Assistant Superintendent of Student Services, Job Description

It was moved by Board Member Rastrelli, seconded by Board Member Davalos, that the Board of Education of Mundelein High School District 120 approve the Assistant Superintendent of Student Services job description as presented.

Upon roll call, the following members voted:

AYE: Board members: Davalos, Mellon, Rastrelli, Siegal, Vogt, Yaffe

NAY: None

Approval of Shared Service Administrator

It was moved by Board Member Mellon, seconded by Board Member Davalos, that the Board of Education of Mundelein High School District 120 approve Jamie DiCarlo as the Shared Service administrator position for D120 and D75.

Upon roll call, the following members voted:

AYE: Board members: Davalos, Mellon, Rastrelli, Siegal, Vogt, Yaffe

NAY: None

Manufacturing Cooperative Agreement

It was moved by Board Member Mellon, seconded by Board Member Siegal, that the Board of Education of Mundelein High School District 120 approve the Manufacturing Cooperative Agreement as presented.

Upon roll call, the following members voted:

AYE: Board members: Davalos, Mellon, Rastrelli, Siegal, Vogt, Yaffe

NAY: None

Manufacturing Cooperative Agreement Designee

It was moved by Board Member Davalos, seconded by Board Member Mellon, that the Board of Education of Mundelein High School District 120 approve to designate the Superintendent as a person that can sign the Manufacturing Cooperative Agreement on behalf of the Mundelein High School D120 Board of Education.

Upon roll call, the following members voted:

AYE: Board members: Davalos, Mellon, Rastrelli, Siegal, Vogt, Yaffe

NAY: None

Revised 2019-2020 School Calendar

It was moved by Board Member Mellon, seconded by Board Member Rastrelli, that the Board of Education of Mundelein High School District 120 approve the revised 2019-2020 School Calendar as presented.

Upon roll call, the following members voted:

AYE: Board members: Davalos, Mellon, Rastrelli, Siegal, Vogt, Yaffe

NAY: None

EXECUTIVE SESSION

It was moved by Board Member Mellon, seconded by Board Member Rastrelli, 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, 5 ILCS 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 9:42 p.m.

ACTION

Executive Session Minutes

It was moved by Board Member Siegal, 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 June 18, 2019, July 8, 2019 and July 16, 2019.

Upon roll call, the following members voted:

AYE: Board members: Davalos, Mellon, Rastrelli, Siegal, Vogt, Yaffe

NAY: None

President's Prerogative

Board President Vogt reviewed with board members her recent inquiries on topics that board members consider are important to them. Discussion was held on creating a survey for board members. Board members Vogt and Rastrelli will create and distribute to the board.

ADJOURNMENT

It was moved by Board Member Siegal, seconded by Board Member Mellon, that the Board of Education of Mundelein High School District 120 adjourn the meeting of August 6, 2019 at 10:05 pm.

Motion approved by voice vote: 6-0.

Respectfully submitted,

LAURA VOGT, PRESIDENT
DISTRICT 120, BOARD OF EDUCATION

LISA YAFFE, SECRETARY
DISTRICT 120, BOARD OF EDUCATION

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APPROVED