

**COMMUNITY HIGH SCHOOL DISTRICT 117**  
**COUNTY OF LAKE, LAKE VILLA, ILLINOIS 60046**  
**MINUTES OF REGULAR MEETING OF THE BOARD OF EDUCATION**  
**THURSDAY, AUGUST 15, 2019 6:30 PM**

Present

Absent

**BOARD MEMBERS**

Mr. Wayne A. Sobczak, President  
Mr. Bruce Pagni, Vice President  
Mrs. Sandy Jacobs, Secretary  
Mrs. Ellen Ispen  
Mr. Ronald Vickers  
Mr. Bart Winkler (*via phone*)

Mr. Geoffrey Guttschow

**ADMINISTRATION**

Dr. James McKay, Superintendent  
Dr. Bradford Hubbard, Asst. Superintendent  
Ms. Jennifer Nolde, Asst. Superintendent  
Dr. Brie Serdar, Asst. Superintendent  
Mr. Eric Hamilton, Principal  
Mr. David Newberry, Principal

**RECORDING SECRETARY**

Mrs. Nancy Hendrickson

The regular meeting of the Board of Education of Community High School District 117 was held on Thursday, August 15, 2019 at Antioch Community High School, in Antioch, Illinois. Mr. Wayne Sobczak, President, presided over the meeting, calling it to order at 6:30 p.m.

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENTS** - None

**PRESENTATIONS**

Rebecca Holst and Scott Leverentz, Assistant Principals for Student Services, presented the Student Services update.

**CONSENT AGENDA**

Mr. Pagni moved the Board approve the consent agenda items as amended by one motion. Second by Mr. Vickers.

Roll Call Vote:           Ayes: Ipsen, Jacobs, Pagni, Vickers, Winkler, Sobczak  
                              Nays: None                   Absent: Guttschow                   Motion Carried.

**APPROVAL OF MINUTES\***

Special Meeting – July 18, 2019\*

Closed Session – July 18, 2019\*

**PERSONNEL**

<u>NAME</u>	<u>SCHOOL</u>	<u>POSITION</u>	<u>RATE/LEVEL</u>	<u>EFFECTIVE</u>
<b>a. <u>Employment – Certified Staff*</u></b>				
1. Bryn Nottoli	ACHS	PE	MA30/1	2019-20
2. Kathryn Konior .6	ACHS	English	MA/3	2019-20
3. Daniel Mortensen	ACHS	Science	MA/6	2019-20
4. Susan Soukup	Dist	Admin	\$405/day**	2019-20
5. Andrew Seketa	Dist	Transition Specialist	MA/6	2019-20
6. Christine Gialo	Dist	Transition @ Peacock	MA/17	2019-20
7. Haley Garrison	LCHS	Spec Ed	BA/3	2019-20
8. Lucille Frey	ACHS	Social Studies	BA/2	2019-20
9. Leslie Neilsen	LCHS	Spec Ed	MA/6	2019-20
10. Maggie Perion	LCHS	Spanish overload .2		2019-20
11. Jeff Newton	LCHS	Science overload .1		2019-20
12. Kaitlyn O’Grady	LCHS	CTE overload .1		2019-20
13. Jennifer Harrington	LCHS	CTE overload .2		2019-20
14. Leona Swieton	ACHS	Spec Ed overload .1		2019-20
15. Jon Salaban	ACHS	CTE overload .1		2019-20
16. Christopher Stanich	ACHS	Math overload .2		2019-20
17. Tom Deichsel	ACHS	Science overload .1		2019-20
**Not to exceed 120 days				
<b>b. <u>Employment – Non-Certified Staff*</u></b>				
1. Paula McDonald	LCHS	Classroom Sup Pers	\$17.00/hr.	2019-20
2. Dominic Petrucci	LCHS	Classroom Sup Pers	\$16.25/hr.	2019-20
3. Kyle Bush	Dist	Ed Tech Specialist	\$52,000	2019-20
<b>c. <u>Employment – Long Term Sub*</u></b>				
1. David Judson	LCHS	Math	BA/1	8/14-8/23/19
2. Stephanie Jones	ACHS	PE	BA/1	8/14-9/6/19
3. Katherine Hall	ACHS	Science	BA/1	8/14-10/10/19
<b>d. <u>Employment - Increment Positions*</u></b>				
1. Charlie Trout	ACHS	Asst. Boys Soccer	3/10	2019-20
2. Charlie Trout	ACHS	Asst. Girls Soccer	3/10	2019-20
3. Matthew Taskovic	ACHS	Asst. Boys Basketball	2/1	2019-20
4. Tim Christian	ACHS	Asst. Girls Basketball	2/10	2019-20
5. Allyson Mathias	LCHS	Asst. Field Hockey	3/3	2019-20
6. Bryn Nottoli	ACHS	Athletic Trainer – Fall	2/3	2019-20
7. Bryn Nottoli	ACHS	Athletic Trainer – Winter	2/3	2019-20
8. Bryn Nottoli	ACHS	Athletic Trainer – Spring	2/3	2019-20
9. Daniel Curley	ACHS	Asst. Boys Basketball	2/10	2019-20
10. Ben Tompkins	ACHS	Auditorium Tech	\$15,000	2019-20
11. Ariel Mozes	LCHS	Auditorium Tech	\$15,000	2019-20
<b>e. <u>Employment – Volunteer Coaches*</u></b>				
1. Andrew Bitto	ACHS	Asst. Football		2019-20

<u>NAME</u>	<u>SCHOOL POSITION</u>	<u>RATE/LEVEL</u>	<u>EFFECTIVE</u>
f. <u>Resignation – Certified Staff*</u>			
1. Kathie Swanson	ACHS Social Studies		end of 2018-19
2. Alexandra Cirone	LCHS Special Ed		end of 2018-19
g. <u>Resignation – Non-Certified Staff*</u>			
1. Devin Grote	LCHS Classroom Support Personnel		end of 2018-19
h. <u>Resignation - Increment Positions*</u>			
1. Devin Grote	LCHS Football		end of 2018-19
2. Devin Grote	LCHS Wrestling		end of 2018-19
i. <u>Request for Extended Sick Leave*</u>			
1. Kim LaPlant	Dist Bookkeeper		Intermittent
2. Linda Pilcher	ACHS Prof Support Personnel		7/15-8/23/2019

**FINANCE/BUSINESS**

**FOIAs\***

Two FOIAs were received and responded to.

**Approval of Bills and Payroll\***

Fund 10 - Education	\$2,520,468.05
Fund 20 – Building	\$1,270,229.68
Fund 40 – Transportation	\$49,335.17
Fund 50 – IMRF/Social Security	\$62,325.65
Fund 60 - Capital Projects	\$4,721.26

**REPORT FROM THE BUSINESS OFFICE**

**Tentative Budget 2019-20**

Mrs. Ipsen moved the Board the approve tentative 2019-20 budget as presented. Second by Mr. Pagni.

Roll Call Vote: Ayes: Jacobs, Pagni, Vickers, Winkler, Ipsen, Sobczak  
 Nays: None Absent: Guttschow Motion Carried.

**FY 2019 Audit**

The FY 2019 Audit was completed in August and the results will be presented in December.

**Vendor Contracts 2019-20**

Dr. Hubbard updated the Board on the 2019-20 vendor contracts.

Mrs. Jacobs moved the Board approve vendor contracts for 2019-20 as presented. Second by Mr. Pagni.

Roll Call Vote: Ayes: Pagni, Vickers, Winkler, Ipsen, Jacobs, Sobczak  
 Nays: None Absent: Guttschow Motion Carried.

## **GOVERNANCE**

### **Board Policies – First Reading**

The following policies are presented for the first reading. Approval will be recommended at the September BOE meeting.

- 2:110 Qualifications, Term, and Duties of Board Officers
- 2:140 Communications To and From the Board
- 2:140-E Guidance for Board Member Communications, Including Email Use
- 2:230 Public Participation at Board of Education Meetings and Petitions to the Board
- 4:20 Fund Balances
- 4:130 Free and Reduced-Price Food Services
- 4:130-E Free and Reduced-Price Food Services; Meal Charge Notifications
- 5:180 Temporary Illness or Temporary Incapacity
- 6:40 Curriculum Development
- 6:340 Student Testing and Assessment Program
- 7:270 Administering Medicines to Students

### **Five Year Review**

- 2:240 Board Policy Development
- 3:60 Administrative Responsibility of the Building Principal
- 4:90 Activity Funds
- 5:35 Compliance with the Fair Labor Standards Act
- 5:40 Communicable and Chronic Infectious Disease
- 5:130 Responsibilities Concerning Internal Information
- 5:310 Compensatory Time-Off
- 6:110 Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program
- 7:170 Vandalism

### **Request for Overnight Field Trips**

Mrs. Jacobs moved the Board approve the following overnight field trip as recommended. Second by Mr. Pagni.

LCHS – Social Studies elective classes, CRFC & Concern Club members to New York City of the Concern Worldwide Global Workshop. Date to be determined (late February or early March, 2020 – 3 days and two nights)

Roll Call Vote:           Ayes: Winkler, Ipsen, Jacobs, Pagni, Vickers, Sobczak  
                              Nays: None                   Absent: Guttschow                   Motion Carried.

## **QUESTIONS/COMMENTS – BOARD MEMBERS**

Mr. Sobczak thanked Ms. Haren for attending the meeting. Mr. Sobczak commended the Administration on the exciting opening days events.

Mr. Pagni also noted the enthusiasm in the opening days.

Dr. McKay gave accolades to the Fine Arts Department for helping him with his Flash Mob Opening to the staff on Tuesday, August 13<sup>th</sup>.

**CLOSED SESSION**

At 7:20 pm Mrs. Jacobs moved the Board enter into Closed Session for the purpose of discussing the following exceptions to the Open Meetings Act:

- a. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1)
- b. Collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5ILCS 120/2(c)2

Second by Mr. Pagni.

Roll Call Vote:           Ayes: Vickers, Winkler, Ipsen, Jacobs, Pagni, Sobczak  
                              Nays: None                   Absent: Guttschow                   Motion Carried.

**Motion to Come out of Closed Session**

At 7:55 pm Mr. Vickers moved the Board come out of Closed Session. Second by Mr. Pagni.

Roll Call Vote:           Ayes: Winkler, Ipsen, Jacobs, Pagni, Vickers, Sobczak  
                              Nays: None                   Absent: Guttschow                   Motion Carried.

**PERSONNEL**

Mr. Vickers moved the Board approve the Memo of Understanding waiving minimum number of hours per week worked to qualify for insurance benefits as recommended. Second by Mr. Pagni.

Roll Call Vote:           Ayes: Pagni, Vickers, Winkler, Ipsen, Jacobs, Sobczak  
                              Nays: None                   Absent: Guttschow                   Motion Carried.

**ADJOURNMENT**

At 7:58 pm Mrs. Jacobs moved the August 15, 2019 meeting of Community High School District 117 Board of Education be adjourned. Second by Mrs. Ipsen.

Roll Call Vote:           Ayes: Vickers, Winkler, Ipsen, Jacobs, Pagni, Sobczak  
                              Nays: None                   Absent: Guttschow                   Motion Carried.

The meeting adjourned at 7:59 pm.

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President

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Secretary

**MEMORANDUM OF UNDERSTANDING**

The Board of Education and the Association agree to recognize the difficulty in attracting, hiring and retaining excellent candidates. Article XIV, of the Collective Bargaining Agreement, pertains to employee insurance eligibility and the board benefit of each type of insurance. The purpose of this MOU is to waive minimum number of hours worked, per week, to qualify for insurance benefits.

  
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President, Board of Education

  
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President, District 117 Education Association

  
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Secretary, Board of Education

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Secretary, District 117 Education Association

8/15/19 Date