

MINUTES OF THE REGULAR MEETING, OCTOBER 23, 2023

The meeting of the Board of Education, School District 123, Cook County, Illinois, convened at 6:00 p.m. on Monday, October 23, 2023, at Oak Lawn Hometown Middle School, 5345 W. 99th Street, Oak Lawn, IL 60453.

Members Present: Peter DeRousse, Adriana Sebek, Ed Smykowski, Jennifer Fortier, Jay Lurquin and Brian Nichols.

Members Absent: Carly Bishop

Administrators Present: Dr. Enderle, Dr. Loftin, Dr. Macchia, Mrs. Blissett, Dr. Gonzalez, Dr. Spreitzer and Mr. Cassidy

Also Present: Community members, parents and staff

At 6:01 p.m., it was moved by Mrs. Fortier, seconded by Mr. Smykowski, to adjourn to closed session for the purpose of discussing: the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body 5 ILCS 120/2(c)(1); 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); Student disciplinary cases. 5 ILCS 120/2(c)(9); Security procedures, school building safety and security and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property 5 ILCS 120/2(c)(8).

Closed session discussions were completed at 7:03 p.m. and it was unanimously agreed to return to open session.

Open Session. The meeting was called to order at 7:11 p.m. by the President and upon the roll call, Brian Nichols, the President and the following members were physically present: Jennifer Fortier, Ed Smykowski, Peter DeRousse, Adriana Sebek, Jay Lurquin and Brian Nichols.

Admin Present: Dr. Enderle, Dr. Loftin, Dr. Macchia, Mrs. Blissett, Dr. Gonzalez, Dr. Spreitzer and Mr. Cassidy.

The Pledge of Allegiance was said.

Mr. Nichols read the Mission Statement.

Public Comment President Nichols stated that citizen comments were allowed to address the Board. Public comment would be limited to 30 minutes with each person being limited to five minutes.

- No one came forward at this time.

Presentation: Strategic Planning Process – Catalyst for Educational Change (CEC) Crystal Connelly, of Catalyst for Educational Change, gave a presentation on the strategic planning consulting services offered by CEC. CEC is a national organization that has been in business for 35 years. CEC focuses

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on three main questions: Where are you now? Where will we be in the future? How do we get there? The strategic planning process is in three stages. Stage 1 is a two-step process called Readiness. Readiness step 1 works to understand the process; set roles and responsibilities; form the plan team; and conduct an environmental scan. Readiness step 2 organizes the data; data dashboard system; district data reports including student achievement; climate and culture; finance, facilities and technology; key performance indicators; and goals, indicators, measures and targets.

Stage 2 is a five-step process called Strategic Planning. This stage includes orientation; data retreat; vision retreat; setting direction retreat; and recommendations. Some of these meetings can be done virtually. The vision retreat can include creating multiple portraits such as a system portrait, graduate portrait, adult portrait and core values.

Stage 2 is called Living the Plan. This includes annual action plans; scorecard / data dashboard system; aligning school improvement plans; aligning budget and other resources; aligning performance evaluation; and progress monitoring and reporting.

It was confirmed that this process would take about 3-6 months.

President's Report

President Nichols discussed the resolution proposal process. He provided the Board with a summary of the New Resolutions Proposals for the Board to review. At the November Business Meeting, the Board can provide input to determine how the D123 IASB Delegate should vote on the new resolutions.

Superintendent's Report

- A. Superintendent Enderle's report included:
- Dr. Enderle reviewed the FOIA requests as submitted to the district.
 - Preliminary IAR data has been tabulated. Sward and Kolmar have earned exemplary status and all four other district schools have earned commendable status. This is the first time since 2018 that D123 has had two schools earning exemplary status.
 - Instructional Practice Inventory (IPI) will take place over the next few weeks. This is part of our continuous improvement process.
 - Fall Family Conferences have completed with 84% of all D123 students having at least once conference scheduled. 82% of conferences were in-person while 18% were by phone.
 - The second of three workshops for our substitute teachers took place in early October. Approximately 40 guest teachers participated in discussions on school safety, schedules and logistics, and feedback. Instructional coaches also engaged with the guest teachers.
- B. Business Office – Mike Loftin

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- 1. Administrator/Teacher Salary and Benefits FY2024
- 2. IMRF Salary and Benefits FY2024
- C. Curriculum and Family Engagement – Kathy Gavin
- D. Learning, Communication and Technology – Joe Macchia
- E. Literacy and Intervention – Katy Spreitzer
- F. English Learners – Patty Gonzalez
- G. Student Services – Sheleah Blissett
- H. Operations – Leo Cassidy

Consent Agenda

It was moved by Mrs. Fortier, seconded by Mr. Lurquin, to approve / adopt the Consent Agenda that included the following items:

MINUTES

- Minutes of September 25, 2023.
- Closed Minutes of September 25, 2023.
- Minutes of October 10, 2023.
- Destruction of the following closed session audio recordings, as per P.A. 93-523: September 27, 2021.

APPROVAL OF BILLS

Bill List Report

	October 23, 2023
\$2,108,212.13 Education Fund Payroll, Sept 29 th , Oct 13 th	
\$ 195,658.80 Teacher Pension Fund Bills, Oct 13 th	
\$. 765,544.57 Education Fund Bills	
\$3,069,415.50 Total Education Fund Expenditures	
\$ 131,788.53 Operations & Maintenance Fund Payroll, Sept 29 th , Oct 13 th	
\$. 541,916.49 Operations & Maintenance Fund Bills	
\$. 673,705.02 Total Operations & Maintenance Fund Expenditures	
\$ 486.98 Transportation Fund Payroll, Sept 1 st , Sept 15 th	
\$ 264,517.66 Transportation Fund Bills	
\$ 265,004.64 Transportation Fund	
\$ 103,195.78 FICA/Medicare & IMRF Fund Bills, Sept 29 th , Oct 13 th	
\$ 83,784.00 Construction Fund	
\$ Debt Services	
\$ Tort & Judgement Fund	
\$ Municipal Retirement Fund	
\$4,195,104.94 TOTAL ALL EXPENDITURES	

Summary of and Board Approved Payables by Fund

ACCEPTANCE OF FINANCIAL REPORTS

- Imprest Fund-Category Summary Report
- Fund Balances
- Revenue Recap Summary
- Expense Recap Summary

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PERSONNEL

Resignations

Suzan Abughoush	Lunchroom Supervisor	Kolmar
Haya Alassaf	Lunchroom Supervisor	Kolmar
Danielle Nally	SPED Teacher	Kolmar
Avendah Watson	SPED Teacher	Hometown
Lukas Williams	Paraprofessional	OLHMS

Certified Staff Recommendations

Michelle Mendez	Social Worker	Kolmar
Michelle Wilcox	School Nurse	OLHMS

Support Staff Recommendations

Krysten Altenburg	Instructional Aide	Sward
Carole Delejewski	Teacher Aide	OLHMS
Ana Romero	Lunchroom Supervisor	Covington
Maureen Yussif	Lunchroom Supervisor	Hannum
Jaquelyn Wendt	Lunchroom Supervisor	Hannum
Megan Wendt	Lunchroom Supervisor	Hannum
Angeline Schmelzer	Communication Specialist	District Office
Caitlyn Sierzega	Lunchroom Supervisor	Kolmar

Voting aye: Mrs. Fortier, Mr. Lurquin, Mr. DeRousse, Mrs. Sebek, Mr. Smykowski and Mr. Nichols.
Nay: None. Absent: Mrs. Bishop The motion passed.

Discussion I:

Resolution for the issue of not to exceed \$12,500,000 Taxable General Obligation Refunding School Bonds, Series 2023 [3D]
The President announced that the next item for consideration was the issuance of not to exceed \$12,500,000 general obligation bonds to be issued by the District pursuant to Article 19 of the School Code for the purpose of refunding certain of the District's outstanding bonds and that the Board of Education would consider adoption of a resolution providing for the issue of said bonds and the levy of a direct annual tax sufficient to pay the principal and interest thereon. The President then explained that the resolution sets forth the parameters for the issuance of said bonds and sale thereof by designated officials of the District and summarized the pertinent terms of said parameters, including the specific parameters governing the manner of sale, length of maturity, rate of interest, purchase price and tax levy for said bonds.

Action II:

It was moved by Mr. Lurquin, seconded by Mrs. Sebek to approve the consideration and action on a resolution providing for the issue of not to exceed \$12,500,000 Taxable General Obligation Refunding School Bonds, Series 2023, for the purpose of refunding certain outstanding bonds of the District, authorizing and directing the execution of an Escrow Agreement, providing for the levy of taxes to pay said bonds, and authorizing the execution of a Bond Purchase Agreement with Raymond James & Associates, Inc., in connection with the proposed sale of said bonds.
Voting Aye: Mr. Lurquin, Mrs. Sebek, Mr. Smykowski, Mr. DeRousse, Mrs. Fortier and Mr. Nichols. Nays: None. Absent: Mrs. Bishop. The motion carried.

Discussion II:

Resolution for Capital Projects Fund Transfer [3D]

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Dr. Loftin presented the resolution to transfer \$2,000,000 into the capital projects fund to be used on future expected capital projects (future capital improvements, refurbishments, and repairs). Dr. Loftin confirmed that even with this transfer, the district will be safely above the 90-day surplus.

- Action III: It was moved by Mr. DeRousse, seconded by Mrs. Fortier, to approve the resolution for Capital Projects Fund transfer. Voting aye: Mr. DeRousse, Mrs. Fortier, Mrs. Sebek, Mr. Smykowski, Mr. Lurquin and Mr. Nichols. Nays: None. Absent: Mrs. Bishop. The motion passed.
- Discussion III: Resolution for Working Cash Fund Loan to Debt Service Fund [3D]
Dr. Loftin recommended this resolution for cash flow protection. Due to delays in the receipt of tax revenues, this is to provide money to the debt service fund. This resolution was used last year as well.
- Action IV: It was moved by Mrs. Sebek, seconded by Mrs. Fortier, to approve The resolution for Working Cash Fund loan to the Debt Service Fund. Voting aye: Mrs. Sebek, Mrs. Fortier, Mr. Smykowski, Mr. DeRousse, Mr. Lurquin and Mr. Nichols. Nays: None. Absent: Mrs. Bishop. The motion passed.
- Discussion IV: Resolution to Abate a Portion of the Working Cash Fund [3D]
Dr. Loftin asked to use this to zero out a slight negative balance in the Tort Immunity Fund. There are no penalties in doing this.
- Action V: It was moved by Mrs. Sebek, seconded by Mr. Lurquin, to approve the resolution to abate a portion of the Working Cash Fund. Voting aye: Mrs. Sebek, Mr. Lurquin, Mr. DeRousse, Mr. Smykowski, Mrs. Fortier and Mr. Nichols. Nays: None. Absent: Mrs. Bishop. The motion passed.
- Discussion V: 2023 Tentative Levy [3D]
Dr. Loftin reviewed the 2023 tentative levy. The CPI is estimated at 5.00%. The district must estimate new growth values as Cook County doesn't release those numbers until a later date. Dr. Loftin is recommending a levy at 6% with an abatement at a later date to lower the cost to the taxpayer. The Board will approve the levy at a later meeting.
- Action VI: It was moved by Mr. DeRousse, seconded by Mrs. Fortier, to approve the 2023 tentative levy. Voting aye: Mr. DeRousse, Mrs. Fortier, Mr. Smykowski, Mrs. Sebek, Mr. Lurquin and Mr. Nichols. Nays: None. Absent: Mrs. Bishop. The motion passed.
- Discussion VI: Proposed Budget Calendar [3D]
Dr. Loftin presented the proposed budget calendar for the FY2025 budget. This is a required annual item.
- Action VII: It was moved by Mrs. Fortier, seconded by Mrs. Sebek, to approve the proposed budget calendar. Voting aye: Mrs. Fortier, Mrs. Sebek, Mr. DeRousse, Mr. Smykowski, Mr. Lurquin and Mr. Nichols. Nays: None. Absent: Mrs. Bishop. The motion passed.

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- Discussion VII: Board Professional Development Budget [3D]
Dr. Loftin presented the proposed Board professional development budget. He compared the proposed budget to the last few years. While the IASB is no longer part of NSBA, and the Board did not attend the NSBA conference last year, Dr. Loftin budgeted for the NSBA conference this year in case the Board chooses to attend.
- Action VIII: It was moved by Mr. Lurquin, seconded by Mr. DeRousse, to approve the Board professional development budget for the 2023-2024 school year. Voting aye: Mr. Lurquin, Mr. DeRousse, Mrs. Sebek, Mr. Smykowski, Mrs. Fortier and Mr. Nichols. Nays: None. Absent: Mrs. Bishop. The motion passed.
- Discussion VIII: Early Learning Center Construction Bid [3D]{3C}
Mr. Cassidy presented the project budget which has been discussed over the last few meetings. Adjustments have been made since the last meeting. The gymnasium windows project has been moved from alternate bids to the base grant project under site modifications. The estimated costs on the site modifications has decreased since last presented. Furniture has been revisited and the estimated cost has decreased. The estimated costs of playground equipment has increased since last presented. The total cost estimate is listed at \$4.639 million. It was confirmed that Clear Armor would be installed in the building. The Board was clear that they need regular updates on the status of the project. Warning signs for any potential delays must be reported immediately.
- The Early Childhood team was thanked for all of their assistance in the planning for this project.
- Action IX: It was moved by Mr. Lurquin, seconded by Mr. Smykowski, to approve going to bid for the Early Learning Center construction as discussed. Voting aye: Mr. Lurquin, Mr. Smykowski, Mr. DeRousse, Mrs. Sebek, Mrs. Fortier and Mr. Nichols. Nays: None. Absent: Mrs. Bishop. The motion passed.
- Discussion IX: 2023-2024 District 123 School Safety Measures [3C]
Copies of the SVA audit and safety poster were provided to the Board for review. Administration is discussing offering more Beacon trainings this winter. Administration is reviewing the scope and costs for installing sensors on exterior doors. Administration is also finishing up the job description for an SRO and plans to have that for Board approval soon. It was confirmed that administration is finalizing what each classroom needs in their Go kits.
- Discussion X: Strategic Planning Process
Five consulting firms have presented to the Board. Administration will issue a document to summarize the presentations as well as the approximate cost for each. The district's IASB representative will discuss strategic planning further during the Board Self-Evaluation meeting in November. It is hoped to have a decision made by the end of the year.

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- Future Meeting Previews Special Meeting – November 7, 2023 @ District Office
 Business Meeting – November 13, 2023 @ OLHMS
- Public Hearing Tax Levy
 - IASB Resolution Summaries

*These items are not to be intended as all inclusive

Board Comments:

There were no comments at this time.

Adjourned – 9:01 p.m.

The next Special meeting of the Board of Education will be held on November 7, 2023 at the District Office, 4201 W. 93rd Street, Oak Lawn, IL 60453. The next regular meeting of the Board of Education will be held on November 13, 2023 at Oak Lawn Hometown Middle School, 5345 W. 99th Street, Oak Lawn, IL 60453.



President



Secretary