

**REAVIS HIGH SCHOOL DISTRICT 220
6034 WEST 77TH STREET, BURBANK, ILLINOIS 60459
COOK COUNTY, ILLINOIS**

REGULAR BOARD OF EDUCATION MEETING

**TUESDAY, NOVEMBER 13, 2018 AT 7:00 P.M.
REAVIS LIBRARY**

MINUTES

1. OPEN MEETING, PLEDGE OF ALLEGIANCE, ROLL CALL

Time: 7:05 p.m.

The following Board Members were physically present at the meeting:

Ted Arnold
Gerardo Ayala
James Brodinski
Mary Ann Cook, President
Andrea Creger, Secretary
Russell McKinley, Vice President
Linda O'Dowd

Also Present: Daniel J. Riordan, Ed.D., Superintendent
Eric Novak, Chief School Business Official
Donald P. Erickson, NBCT, Information & Educational Technology Director
Eileen M. Jastrzebowski, Student Services Director
Robert Morack, Athletic Director
Kelly O'Malley, NBCT, Math & Science Division Chair

Ms. Cook began the meeting by reminding the audience that this is a business meeting and requested that cell phones be set on silent mode. She also advised students who are in attendance due to a class assignment that they are welcome to address a Board Member or Administrator after the meeting to sign their Government Observation Form.

2. SECRETARY PRO TEM

Nomination of Mr. R. McKinley to serve as Secretary *Pro Tem*:

Motion: A. Creger
Second: T. Arnold
Aye: G. Ayala, J. Brodinski, M. Cook, A. Creger, R. McKinley, L. O'Dowd, T. Arnold
Nay: None
Vote: 7-0

3. APPROVAL OF MINUTES

A. Regular Meeting Minutes of October 16, 2018.

Motion: A. Creger
Second: L. O'Dowd
Aye: J. Brodinski, M. Cook, A. Creger, R. McKinley, L. O'Dowd, T. Arnold, G. Ayala
Nay: None
Vote: 7-0

B. Closed Session Minutes of Regular Meeting of October 16, 2018.

Motion: G. Ayala
Second: M. Cook
Aye: M. Cook, A. Creger, R. McKinley, L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski
Nay: None
Vote: 7-0

4. AUDIENCE PARTICIPATION

Student Shahd Abukhalil, Senior Class Treasurer, reported that 331 tickets were sold for the Senior Breakfast that takes place next Tuesday, November 20th aboard the Spirit of Chicago cruise ship. She next stated that the Senior Class successfully presented to Mr. Witting and Ms. Schultz the return of a Reavis tradition, Ram Man. Ram Man will take place on Wednesday, April 3, 2019, and she hopes to see everyone there.

5. COMMUNITY USE OF FACILITIES

A. Approve request by *Burbank Park District* to use the soccer fields for the purpose of soccer playoffs/finals on Saturday, November 10, 2018 from approximately 8:30 a.m. to 4:00 p.m.

Motion: R. McKinley
Second: M. Cook
Aye: A. Creger, R. McKinley, L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski, M. Cook
Nay: None
Vote: 7-0

B. Approve request by *Burbank Bulldogs FC Soccer* to use the North Gym for the purpose of soccer practices on Tuesdays and Fridays from November 9, 2018 to March 15, 2019 when available, 6:00 p.m. to 9:00 p.m.

Motion: J. Brodinski
Second: L. O'Dowd
Aye: R. McKinley, L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski, M. Cook, A. Creger
Nay: None
Vote: 7-0

- C. Approve request by *Inter/FC Soccer Club* to use the North Gym for the purpose of indoor soccer skill drills on Tuesdays from November 27, 2018 to February 26, 2019, 6:30 p.m. to 9:30 p.m.

Motion: A. Creger
Second: M. Cook
Aye: L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski, M. Cook, A. Creger, R. McKinley
Nay: None
Vote: 7-0

6. FISCAL MANAGEMENT

- A. Financial Statements dated October 31, 2018.

Motion: A. Creger
Second: R. McKinley
Aye: T. Arnold, G. Ayala, J. Brodinski, M. Cook, A. Creger, R. McKinley, L. O'Dowd
Nay: None
Vote: 7-0

- B. Payment of Bills for November, 2018.

Motion: M. Cook
Second: L. O'Dowd
Aye: G. Ayala, J. Brodinski, M. Cook, A. Creger, R. McKinley, L. O'Dowd, T. Arnold
Nay: None
Vote: 7-0

- C. Approve *Resolution* notifying the *School Employees Loss Fund (SELF)* of the District's intent to withdraw from the pool in accordance with the terms and conditions of the pool contract or trust agreement.

Motion: L. O'Dowd
Second: M. Cook

Dr. Riordan emphasized that, similar to the *Resolution* made at the August, 2018 Board meeting, where we gave notice to *ISIC*, it does not mean we are leaving the pool; only that the District wants the opportunity to research other plans and costs. *SELF* covers our workers' compensation insurance.

Aye: J. Brodinski, M. Cook, A. Creger, R. McKinley, L. O'Dowd, T. Arnold, G. Ayala
Nay: None
Vote: 7-0

- D. Approve an agreement with *Alliant/Mesirow Insurance Services, Inc.*, to cover District 220's property and casualty insurance needs.

Motion: J. Brodinski
Second: G. Ayala

Dr. Riordan stated that much research was done before making this decision. The District looks to save over \$25,000 in brokerage fees; in addition, the insurance is very similar to what we had with the Co-op, and in some areas, even better.

Aye: M. Cook, A. Creger, R. McKinley, L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski
Nay: None
Vote: 7-0

- E. Approve request by Division of Math & Science to dispose of approximately 600 various unusable textbooks and workbooks, which are either outdated and/or beyond repair.

Motion: A. Creger
Second: G. Ayala
Aye: A. Creger, R. McKinley, L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski, M. Cook
Nay: None
Vote: 7-0

- F. Approve request by Division of Math & Science to donate approximately 20 centogram balances to the *Scope Shoppe*. These have already been offered to both Liberty and Sahs, who have not expressed interest in them.

Motion: R. McKinley
Second: M. Cook
Aye: R. McKinley, L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski, M. Cook, A. Creger
Nay: None
Vote: 7-0

7. EDUCATIONAL TRAVEL

There were no requests for *Educational Travel* at this meeting.

8. PERSONNEL

- A. Approve the retirement request of Mr. Craig Hickey, Teacher, effective at the end of the 2021-2022 school year.

Motion: R. McKinley
Second: M. Cook

Aye: L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski, M. Cook, A. Creger, R. McKinley
Nay: None
Vote: 7-0

- B. Approve the hire of Mr. Charles Homerding, Assistant Speech Coach, effective for the 2018-2019 school year.

Motion: A. Creger
Second: M. Cook
Aye: T. Arnold, G. Ayala, J. Brodinski, M. Cook, A. Creger, R. McKinley, L. O'Dowd
Nay: None
Vote: 7-0

- C. Approve the hire of Ms. Theresa Hemmer, Part Time Behavior Coach, effective for the 2018-2019 school year.

Motion: J. Brodinski
Second: L. O'Dowd
Aye: G. Ayala, J. Brodinski, M. Cook, A. Creger, R. McKinley, L. O'Dowd, T. Arnold
Nay: None
Vote: 7-0

9. OLD BUSINESS

- Approve updated and new School Board Policies as presented at the October 16, 2018 Board Meeting.

Motion: A. Creger
Second: L. O'Dowd
Aye: J. Brodinski, M. Cook, A. Creger, R. McKinley, L. O'Dowd, T. Arnold, G. Ayala
Nay: None
Vote: 7-0

10. NEW BUSINESS

- A. Approve 2019-2020 Curriculum Guide, as presented.

Motion: M. Cook
Second: R. McKinley

Dr. Riordan reported on the *Board Curriculum Committee* meeting that took place on October 26, 2018. Some highlights of the 2019-2020 Curriculum Guide include adding an American Sign Language class. This class will be an elective class with no anticipation of losing any World Language faculty. Dr. Riordan next stated that a new class out of the

Science Department will be Horticulture, which would be attractive to students with a special interest in career paths related to this field. He ended by reporting a nominal increase in the General School Fee from \$200.00 to \$220.00 per student is being proposed. This fee has not been raised in the last few years and Reavis' fees are still among the lowest in our Conference.

Aye: M. Cook, A. Creger, R. McKinley, L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski
Nay: None
Vote: 7-0

- B. Approve request by Mr. Jim Young and the Reavis High School Boys' Tennis Team, to travel to University of Illinois, Champaign, Illinois and Murfreesboro, Tennessee, from March 14-16, 2019.

Motion: M. Cook
Second: A. Creger
Aye: A. Creger, R. McKinley, L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski, M. Cook
Nay: None
Vote: 7-0

- C. *The following item is informational only; no action necessary:*

Thank Mr. James Oakey for the donation of a 1994 Chevrolet Prizm LSI automobile.

Thank Ms. Debra Sals for the donation of a 2002 Chevrolet Tahoe K1500 automobile.

Dr. Riordan noted that these cars will be used in our Career & Technical Education: Industrial Technology Department.

11. CATEGORICAL REPORTS

- A. Student Reports – no reports

- B. Administration

Mr. Novak spoke as follow up to last month's report, that he is in the process of identifying a new vendor for an online payment system. He and Ms. McClure have sat through two different presentations and they are excited about the prospects of either of these two vendors. He will make some reference calls and believes a decision is close. He is hopeful that by the December meeting he can report about a new online payment platform. A question was asked if either of these companies has the availability to show our parents their updated balances as a payment is made. He answered that *Marcia Brenner Associates* definitely has this availability as they have a direct plug in with PowerSchool.

Ms. Jastrzebowski reported that on Wednesday, October 17th, our counselors hosted a Lunch and Learn for teachers wanting to learn how to write the "best letter of recommendation" for our students. The workshop was limited to ten participants per lunch period. Ms. Majorie Betley, from the *University of Chicago*, spoke with our staff and gave them concrete

examples of what to say in order to accurately portray our student's strengths to make them stand out in the application process. Staff participants valued this format and felt the time spent was quite beneficial. Ms. Jastrzebowski next reported that the counselors will be hosting their second annual Junior Press Conference, on Friday, November 30th. Representatives from *Moraine, UIC, St. Xavier University*, the trades, the military and FAFSA will sit on the panel to answer questions. Our "press" is comprised of counselors and administrators asking scripted questions designed to answer common questions as well as generate thoughts and ideas as our juniors begin the process of discerning, "what's next." The counselors are excited about this event and have been working very hard to make sure it's as successful as last year. Ms. Jastrzebowski continued that on November 19th, our Threat Assessment Team will be presenting at the SSC Principal's Roundtable which will be hosted here at Reavis. Our Team is in the process of proceduralizing our threat assessment process and are using the Virginia model, which is an evidence-based program, written by Dr. Dewey Cornell. Our presentation is designed to generate ideas and discussion among the participants and topics to be covered include what threat assessment is; why culture and climate are so important; who is on your threat assessment team; tools and procedures; as well as staff training. We look forward to sharing the amazing things we have developed, as well as hear what our neighboring districts are doing.

Mr. Erickson stated that as a follow up to October's report concerning our new website, he met last week with the Technology Committee to discuss a needs assessment for all of our academic areas. Tomorrow, he will meet with the web developer to lay out a timeline and discuss design options for the future site.

Ms. O'Malley reported that next week, twenty five Statistics students will take a field trip to *MVCC (Moraine Valley Community College)* to take the ALEKS (Assessment and LEarning in Knowledge Spaces), the new Math placement exam, which has replaced the Accuplacer exam. Following the test, students will be given an opportunity to speak with academic advisors regarding registration and orientation. By next school year, it is very possible that Statistics will become a Transitional Math course, in which students who earn a "C" or better will be guaranteed placement in college-level Math, without having to take placement exams, such as the ALEKS, at MVCC along with a growing list of other four-year universities. The course would remain as "Stats", but would require some curricular changes. Ms. O'Malley continued that SAT preparation homerooms have begun and she welcomed Mr. Erik Scheiner as a new addition to the prep team. Mr. Scheiner has been instrumental in both analyzing test data as well as designing the Math instruction students will be receiving and she is grateful for his involvement. Lastly, Ms. O'Malley spoke that her Department is excited for the addition of Horticulture to their list of course offerings. This class not only fulfills an Earth Science component that is currently lacking in the curricula, but also opens up multiple pathways for students interested in the fast-growing field of Agricultural Sciences.

Dr. Riordan reported on the upcoming renovation of the Courtyard, the outside area between the Cafeteria and the Library. He is hopeful this project will be finished by the Spring. The designs call for more open space, pavers, landscaping and lighting, which will be used by classrooms and groups, in addition to hosting small presentations, awards banquets or ceremonies. Dr. Riordan continued that on Monday, November 5th, the Reavis Educational Foundation held its annual Board of Directors meeting. The Foundation's primary goal is to provide scholarships to the top ten percent of our students, in addition to monetary awards for perfect attendance, community service, Hickory Stick recipients and other student oriented

awards. They also look to fund other projects that will benefit our entire student body. Therefore, the Educational Foundation has generously donated \$20,000 towards this courtyard renovation, which is almost half of the projected cost. Dr. Riordan then stated that because of the Foundation's generosity, Reavis will now also be able to give a little TLC to the Weight Room and provide some necessary upgrades to that area of the school.

C. Teachers Union – no report

D. Support Staff Union – no report

E. Maintenance Union – no report

F. Board Reports

Mr. Novak gave a report from the *Board Finance Committee* meeting, which took place on November 7, 2018. He reminded the Board that the tentative levy was presented at the October 16th Board meeting, with consideration for approval to take place at the December 11th Board meeting. Mr. Novak provided a PowerPoint presentation with the following highlights:

Key Terms:

- Tax Levy –amount of tax revenue requested (actual dollars)
- Tax Extension –amount of tax revenue approved
- Equalized Assessed Valuation (EAV) –the District's "Tax Base"
- Tax Rate –this figure is compiled by the Cook County Clerk and applied to the EAV to determine the amount paid in property taxes
- Debt Service –the fund used to make principal and interest payments on the bonds previous sold by the District
- New Property –new improvements or additions to existing property on any parcel of real property that increased the assessed value of that real property. This is not subject to PTELL.
- Property Tax Extension Limitation Law Limit (PTELL) 1995
 - "Tax Cap" - limits the increase in property tax extension to 5% or the increase in the "Consumer Price Index", whichever is less
- Consumer Price Index (CPI) –is a measure that examines the weighted average of prices of a basket of consumer goods and services, such as transportation, food and medical care (% from December to December).
 - Essentially, "rate of inflation"

Property Tax Levy Calculation:

- 2017 EAV = \$962,671,557 (EAV = Equalized Assessed Valuation; about 1/3 of market value)
- 2018 change in existing EAV = 4.00% (estimate)
- $\$962,671,557 \times 1.040 = \$1,001,178,419$ (adjusted valuation base)
- 2018 new property developed = \$22,000,000 (estimate)
- $\$22,000,000 + \$1,001,178,419 = \$1,023,178,419$ (2018 expected net EAV)
- 2017 levy extension = \$25,022,112
- Inflation (CPI) = 2.10%
- $\$25,022,112 \times 2.1\% = \$525,464$ (revenue increase for inflation)
- $\$25,022,112 + \$525,464 = \$25,547,576$ (new 2018 extension base)

- $\$25,547,576/\$1,001,178,419 = \$2.552$ (new tax rate for 2018)
- $\$2.552 \times \$22,000,000 = \$561,385$ (revenue increase for new property)
- 2017 extension ($\$25,022,112$) + new revenue ($\$25,464 + \$561,440$) = $\$26,108,961$ (2018 extension)
- annual debt service = $\$2,038,540$ (based on previously approved debt)
- 2018 operating extension ($\$26,108,961$) + 2018 debt service ($\$2,038,540$) = total ($\$28,249,428$)
- Certificate of Levy to be submitted to the County before the last Tuesday in December
 - $\$26,108,961$ – expected final extension based on EAV and new property estimates
 - EAV increases of 4% and new property of $\$22$ million
 - increase of 4.34% from 2017 extension
 - $\$27,230,000$ – amount to request on the Certificate of Levy. Since the District will never receive more revenue than it requests on the levy, it's best practice to request more than is expected just in case the new property for the year comes in higher than estimated. Once the final new property values are reported by the County in April, then the final extension amount is calculated for each district. Any extra amount requested on the levy is eliminated by the County.

Levy/Extension Calendar:

March 2019	District receives first installment of 2018 tax extension
March/April 2019	County Clerk finalizes EAV and new property
May/June 2019	County Clerk finalizes tax rate
September 2019	District receives second installment of 2018 tax extension

Next Steps:

October 16, 2018	Board approves tentative levy
November 7, 2018	Finance Committee meeting to review levy
December 11, 2018	Board approves final levy documents, which includes "Truth in Taxation" hearing

Filed on or before the last Tuesday in December: Levy is filed with the Cook County Clerk

12. CLOSED SESSION

Enter into Executive Session pursuant to the Open Meetings Act, 5 ILCS 120/2, to consider the appointment, employment, compensation, dismissal or evaluation of personnel, contract negotiations, possible or imminent litigation, resident delegate concern, student disciplinary issues, and held recommendations with any required action taken in open session.

No action necessary as the Board did not enter into *Closed Session*.

13. ADJOURNMENT

Time:	8:07 p.m.
Motion:	T. Arnold
Second:	G. Ayala
Aye:	R. McKinley, L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski, M. Cook, A. Creger
Nay:	None
Vote:	7-0

Signed and approved this 11th day of December, 2018.

President

Secretary