

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

REGULAR BOARD OF EDUCATION MEETING

**TUESDAY, FEBRUARY 19, 2019, AT 7:00 P.M.
LIBRARY**

MINUTES

1. OPEN MEETING, PLEDGE OF ALLEGIANCE, ROLL CALL

Time: 7:00 p.m.

The following Board Members were physically present at the meeting:

Ted Arnold
Gerardo Ayala
James Brodinski
Russell McKinley, Vice President
Linda O'Dowd

Absent: Mary Cook, President
Andrea Creger, Secretary

Also Present: Daniel J. Riordan, Ed.D., Superintendent
Eric Novak, Chief School Business Official
Julie A. Schultz, Principal
Donald P. Erickson, NBCT, Information & Educational Technology Director
Eileen M. Jastrzebowski, Student Services Director
Heather M. McCurdy, Ed.D., NBCT, Curriculum Director
Robert Morack, Athletic Director
Michael LaMantia, Special Education & ELL Division Chair
Students and Community Members

Mr. McKinley began the meeting by reminding the audience that this is a business meeting and requested that cell phones be set on silent mode. He 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. J. Brodinski to serve as Secretary *Pro Tem*:

Motion: R. McKinley
Second: T. Arnold

Aye: G. Ayala, J. Brodinski, R. McKinley, L. O'Dowd, T. Arnold
Nay: None
Vote: 5-0

3. APPROVAL OF MINUTES

A. Regular Meeting Minutes of January 15, 2019.

Motion: R. McKinley
Second: L. O'Dowd
Aye: J. Brodinski, R. McKinley, L. O'Dowd, T. Arnold, G. Ayala
Nay: None
Vote: 5-0

B. Closed Session Minutes of Regular Meeting of January 15, 2019.

Motion: G. Ayala
Second: R. McKinley
Aye: R. McKinley, L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski
Nay: None
Vote: 5-0

4. AUDIENCE PARTICIPATION

There was no *Audience Participation* at this meeting.

5. COMMUNITY USE OF FACILITIES

A. Approve request by the *Burbank Park District* to use the Pool for the purpose of lifeguard training beginning Saturday, April 20, 2019 and per the dates and times noted on the Agreement.

Motion: L. O'Dowd
Second: G. Ayala
Aye: L. O'Dowd, G. Ayala, J. Brodinski, R. McKinley
Nay: None
Abstain: T. Arnold
Vote: 4-0-1

B. Approve request by the *Illinois Chargers Baseball Club* to use the Varsity Baseball Field for a 14U baseball tourney on Sunday, April 28, 2019.

Motion: J. Brodinski
Second: L. O'Dowd

Aye: T. Arnold, G. Ayala, J. Brodinski, R. McKinley, L. O'Dowd
Nay: None
Vote: 5-0

- C. Approve request by *Thrive Center for Dance* to use the Auditorium, Little Theatre, dressing rooms, and bathrooms, in addition to the lighting and sound systems, for their annual dress rehearsals and dance recital on Saturday and Sunday, June 1 and 2, 2019, per the times noted on the Agreement.

Motion: L. O'Dowd
Second: R. McKinley
Aye: G. Ayala, J. Brodinski, R. McKinley, L. O'Dowd, T. Arnold
Nay: None
Vote: 5-0

- D. Approve request by the *Burbank Park District* to use the Reavis parking facilities for their Independence Day Celebration held on Saturday, June 29, 2019.

Motion: G. Ayala
Second: R. McKinley
Aye: J. Brodinski, R. McKinley, L. O'Dowd, G. Ayala
Nay: None
Abstain: T. Arnold
Vote: 4-0-1

6. FISCAL MANAGEMENT

- A. Approve the audit of the Financial Statements for the period ending June 30, 2018 as presented by *RSM US LLP, Certified Public Accountants*.

Motion: G. Ayala
Second: T. Arnold
Aye: R. McKinley, L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski
Nay: None
Vote: 5-0

- B. Approve the audit of the Student Activity Fund for the period ending June 30, 2018 as presented by *RSM US LLP, Certified Public Accountants*.

Motion: R. McKinley
Second: J. Brodinski
Aye: L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski, R. McKinley
Nay: None
Vote: 5-0

C. Financial Statements dated January 31, 2019.

Motion: G. Ayala
Second: T. Arnold
Aye: T. Arnold, G. Ayala, J. Brodinski, R. McKinley, L. O'Dowd
Nay: None
Vote: 5-0

D. Payment of Bills for the month of February, 2019.

Motion: L. O'Dowd
Second: R. McKinley
Aye: G. Ayala, J. Brodinski, R. McKinley, L. O'Dowd, T. Arnold
Nay: None
Vote: 5-0

7. EDUCATIONAL TRAVEL

A. Approve request by Ms. Eileen Jastrzebowski to attend the *Acellus Educator Training* at the *International Academy of Science* in Kansas City, Missouri, from April 9-11, 2019.

Motion: R. McKinley
Second: G. Ayala
Aye: J. Brodinski, R. McKinley, L. O'Dowd, T. Arnold, G. Ayala
Nay: None
Vote: 5-0

B. Approve request by Mr. Tim Zasada to attend the *Nike Championship Basketball Clinic* in Biloxi, Mississippi, from May 3-5, 2019.

Motion: L. O'Dowd
Second: G. Ayala
Aye: R. McKinley, L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski
Nay: None
Vote: 5-0

C. Approve request by Mr. Nick Bouhoutsos to attend the *Nike Championship Basketball Clinic* in Las Vegas, Nevada, from May 17-19, 2019.

D. Approve request by Mr. Colin Altenburg to attend the *Nike Championship Basketball Clinic* in Las Vegas, Nevada, from May 17-19, 2019.

It was the consensus of the Board to approve *Items C and D* under *Educational Travel* with one motion:

Motion: L. O'Dowd
Second: R. McKinley

Aye: L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski, R. McKinley
Nay: None
Vote: 5-0

- E. Approve request by Ms. Julie Schultz to attend the *2019 NASSP (National Association of Secondary School Principals) Conference* in Boston, Massachusetts, from July 18-20, 2019.

Motion: G. Ayala
Second: T. Arnold
Aye: T. Arnold, G. Ayala, J. Brodinski, R. McKinley, L. O'Dowd
Nay: None
Vote: 5-0

8. PERSONNEL

- A. Approve request for an extension of leave of absence according to the provisions of the *Family Medical Leave Act* for Mr. Brian Hurley, Teacher, beginning March 1, 2019 through April 1, 2019.

Motion: R. McKinley
Second: J. Brodinski
Aye: G. Ayala, J. Brodinski, R. McKinley, L. O'Dowd, T. Arnold
Nay: None
Vote: 5-0

- B. Approve request for a leave of absence according to the provisions of the *Family Medical Leave Act* for Ms. Krystin Rockett, Teacher, beginning on or around May 1, 2019 with a tentative return of September 23, 2019.

Motion: L. O'Dowd
Second: G. Ayala
Aye: J. Brodinski, R. McKinley, L. O'Dowd, T. Arnold, G. Ayala
Nay: None
Vote: 5-0

- C. Approve a flex-time leave of absence according to the provisions of the *Family Medical Leave Act* for Ms. Debbie Horan, Support Staff, beginning January 14, 2019.

Motion: G. Ayala
Second: R. McKinley
Aye: R. McKinley, L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski
Nay: None
Vote: 5-0

- D. Approve request for a leave of absence according to the provisions of the *Family Medical Leave Act* for Ms. Andrea Frausto, Support Staff, beginning March 19, 2019 and continuing for six to eight weeks.

Motion: R. McKinley
Second: J. Brodinski
Aye: L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski, R. McKinley
Nay: None
Vote: 5-0

- E. Approve the resignation of Ms. Michelle Fox, Head Girls' Volleyball Coach, effective immediately.

Motion: L. O'Dowd
Second: G. Ayala
Aye: T. Arnold, G. Ayala, J. Brodinski, R. McKinley, L. O'Dowd
Nay: None
Vote: 5-0

- F. Approve the hire of Ms. Mary Ann Cook, Business and Finance Coordinator.

Motion: R. McKinley
Second: T. Arnold
Aye: G. Ayala, J. Brodinski, R. McKinley, L. O'Dowd, T. Arnold
Nay: None
Vote: 5-0

- G. Approve the hire of Mr. Lloyd Flick as a probationary second shift inside custodian/driver, in accordance with the State and Municipal Teamsters and Chauffeurs Union Local No. 700 International Brotherhood of Teamsters, Chauffeurs, Warehousemen and Helpers of America contract.

Motion: G. Ayala
Second: R. McKinley
Aye: J. Brodinski, R. McKinley, L. O'Dowd, T. Arnold, G. Ayala
Nay: None
Vote: 5-0

- H. Approve the hire of Ms. Lisa Frustaci, Speech – Performance in the Round Assistant Coach, effective for the 2018-2019 school year.

Motion: R. McKinley
Second: G. Ayala
Aye: R. McKinley, L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski
Nay: None
Vote: 5-0

- I. Approve the following volunteer coaches, effective for the remainder of the 2018-2019 school year:

Mr. Rafal Slomba
Ms. Stacie Scheiner

Girls' Soccer
Softball

Motion: G. Ayala
Second: J. Brodinski
Aye: L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski, R. McKinley
Nay: None
Vote: 5-0

9. OLD BUSINESS

There was no *Old Business* at this meeting.

10. NEW BUSINESS

- A. Approve request by Reavis High School Thespians/Drama Department to travel to University of Nebraska-Lincoln, Nebraska, for the *International Thespian Theatre Festival*, from June 24-30, 2019.

Motion: R. McKinley
Second: L. O'Dowd
Aye: T. Arnold, G. Ayala, J. Brodinski, R. McKinley, L. O'Dowd
Nay: None
Vote: 5-0

- B. Approve request by Ms. Kristin Thirion, World Languages Teacher, to travel with students to Budapest, Vienna, Prague and Munich, from June 15 through June 24, 2020.

Motion: L. O'Dowd
Second: R. McKinley
Aye: G. Ayala, J. Brodinski, R. McKinley, L. O'Dowd, T. Arnold
Nay: None
Vote: 5-0

- C. Schedule a special Board Meeting to discuss staffing plans for 2019-2020.

Motion: R. McKinley
Second: G. Ayala

It was decided to hold the staffing meeting on Tuesday, March 5, 2019, 7:00 p.m.

Aye: J. Brodinski, R. McKinley, L. O'Dowd, T. Arnold, G. Ayala
Nay: None
Vote: 5-0

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

Thank Mr. Dave Gniadek for the donation of a 2000 Chevrolet Monte Carlo SS automobile.

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

Resignation of Board Member Mary Ann Cook.

Dr. Riordan spoke that Ms. Cook will be missed on the Board. However, the positive is that she will be staying in the Reavis family, serving in a different capacity. Ms. Cook has been a member of the Board for two and half terms, and in those 10 years, much has been accomplished:

- the administrative team has been completely revamped;
- numerous new collective bargaining agreements have been settled with our three unions;
- navigated through several years of deficit spending, without cutting one sport, club, or academic program;
- passed a referendum that helped secure the financial future of the District;
- renovated several areas of the building and campus; i.e., the pool, auditorium, main gym, north gym, library, student services center, cafeteria and kitchen, main office, all new plumbing and electrical in the south wing, the IT area, science rooms, the football field/stadium, the track, and soccer field;
- implemented several new academic and teaching programs: new PLC (Professional Learning Communities) teams, 22 National Board Certified Teachers, several new AP classes, a new teacher evaluation model, and so many new/great teachers and staff.

Dr. Riordan noted that board members serve as volunteers and must have a love for what they do. Ms. Cook loves Reavis High School and is a good person with a great heart. He is excited to welcome her to the Main Office staff. Congratulations!

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

Appoint Board Member to serve as AERO Special Education Cooperative delegate.

Dr. Riordan continued that with Ms. Cook's resignation, a new delegate to the AERO Board must be appointed. As a couple of board members have expressed interest, Dr. Riordan asked that they text or email Mr. McKinley a few comments on why they want to serve on this Board. The next AERO meeting is Monday, March 18th, so Mr. McKinley will appoint someone by that date.

11. CATEGORICAL REPORTS

A. Student Reports – no reports

B. Administration

Mr. LaMantia spoke that:

The ELL department completed ACCESS testing today. ACCESS testing is an annual State-mandated test that assesses English Language Proficiency for all students who have a language background other than English as defined by the State. The results of the ACCESS test are also a component of our School Report Card. In total, 248 Reavis students were tested over the period of seven days in four domains (listening, reading, speaking, and writing). The ELL Department took on several new initiatives this year to help prepare

students for the exam, motivate them to do their best, and set the best possible testing environment including:

- Informational parent meetings
- Weekly utilization of an online test prep program in ELL English classes
- Development of specific test prep lessons for each domain of the exam
- Homeroom meetings and individual student meetings for non-active students
- Revision of our testing schedule
- Incorporation of incentives for all students who meet their growth target

Mr. LaMantia continued that he is asking the Board for help with one initiative. The current score that students need to demonstrate English Proficiency is 4.8. He would like to recognize all students who reach this score at a future Board meeting and present them with a certificate acknowledging their achievement. He thanked Ms. Krystyna Nasinska, Dr. Heather McCurdy and the IT Department for all their work in ensuring that our students were prepared and that testing ran smoothly.

Mr. LaMantia next reported that all Special Education teachers have attended or will attend one of four IEP workshops sponsored by AERO. The workshops provide an overview of the legal requirements of the IEP process including: required IEP team members, the writing of the IEP, IEP goal requirements, progress monitoring, and various other IEP components. The workshop provided our teachers with great information that will enable them to maximize the effectiveness of the IEP Process at Reavis.

Lastly, the Tier I Attendance Team meets monthly to review current attendance data, develop monthly incentives for students with perfect attendance, establish business partnerships and create multiple ways to educate our students and parents about the importance of attendance. He proudly reported that this year, our students are significantly outperforming previous year's students in their rate of monthly perfect attendance. First semester, they outperformed previous years' students every month. In January, there was a bit of a snag with the polar vortex but he is confident they will get back on track in February and the plan is to close the year with four straight months of beating previous attendance records.

Mr. Morack reported that Winter Sports are wrapping up and Spring Sports (Boys' and Girls' Track, Badminton, Baseball, Softball, Boys' Volleyball, Boys' Tennis and Girls' Soccer) are already underway or starting soon. He reminded the Board that our Winter Pride Pin Ceremony takes place before the March meeting, where a great Winter Season will be celebrated. Mr. Morack continued that our Winter Sports Awards will take place on Thursday, March 7th at 7 p.m. in the Auditorium. Lastly, this past week *Earth Networks* installed a weather monitoring system on our campus. This system will alert our teachers, coaches, and students of approaching storms, lightning, heat index, and overall temperatures. This is a great addition to our school and will assist as protocols continue to be developed to keep everyone safe.

Mr. Erickson reported that the IT Department has been preparing for the school's pilot e-Learning days. Last week, all members of the IT Department participated in a Lunch and Learn session on Schoology. They learned, among other things, how to trouble-shoot syncing issues between Schoology and PowerSchool. What they learned in the training session will be invaluable as now all IT staff members are better equipped to handle Schoology issues that may arise during or after an e-Learning day. Mr. Erickson wanted to publicly acknowledge these individuals for volunteering their time during their lunch hour to help better serve our students and staff.

Ms. Jastrzebowski reported that:

- The lockdown drill was rescheduled from January 31st to February 7th due to the severe cold. The drill went very well and the hallways were cleared in less than two minutes. In addition, we were able to gather valuable information for improving the safety of our building through the surveys submitted by both staff and students. Most notable was the need for volume checks on our PA systems and the possible implementation of a tone to signal a lockdown, as well as a desire by our students for more education/training on what to do given different scenarios. At this point, our yearly mandated lockdown drills for the State have been completed and we will now proceed in planning our tornado drill in early March.
- Ms. Jastrzebowski continued that she is presently working with a team lead by Maureen Carey, our school nurse, and Sue Williams, PE teacher to form a Reavis Emergency Response Team. The Reavis Emergency Response Team is a group of staff members who have volunteered to complete CPR/AED/First Aid training and are designated to respond to and provide basic life support during a medical emergency. We are looking to have “pods” of trained staff members who are located in each hallway throughout the building, enabling a faster response to a person in crisis until the nurse and paramedics can arrive. The goal is to have these teams formed, certified and trained by the end of this school year. The 2019-2020 school year would then start with the teams in place and ready to begin drills.
- Finally, Reavis is participating in *Say Something* Week, February 25th through March 1st. *Say Something* Week, which is organized through the Sandy Hook Promise, raises awareness and educates students and staff through various activities. *Say Something* Week reinforces the power young people have to prevent tragedies and save lives when they *say something* to a trusted adult. The RAM teams, which are made up of our Deans, Counselors and Social Workers have taken the lead on planning the week’s activities, allowing us to cultivate the very important culture of students and staffs’ responsibility in reporting.

Dr. McCurdy reported that this month her department has been focused on developing and implementing an e-Learning policy. As part of that process, committees of teachers, administrators, and students provided feedback to the proposal. Most importantly, a list of teacher responsibilities and student responsibilities have been developed to help facilitate a day in which students and teachers can collaborate electronically to continue to pursue our academic goals even when there is inclement weather. Our pilot day for e-Learning is planned for March 4, 2019 (Casimir Pulaski Day). Our communication plan is in place to ensure that all the stakeholders are aware of the change in the school calendar. Dr. McCurdy invited the Board to visit the link to the document of the proposal that was used as part of the policy building:

<https://docs.google.com/document/d/1ky3utMqdz8Z9VTX3PMiuLKD57QPc65ejfblIMOaxFXo/edit?usp=sharing>

Dr. McCurdy continued that they have also been finishing up the teacher evaluation season and working to clean up our student registration data to assist Dr. Riordan, Ms. Schultz, and the Board with our staffing plan for the 2019-2020 school year.

Ms. Schultz reported:

Golden Apple Finalist

Science teacher Brian Hurley is a finalist for the Golden Apple Award. He is one of thirty teachers in the final round that will conclude April 1st. Mr. Hurley was nominated by someone in our community. He had to write an essay and complete a rigorous application process to get to this point. Golden Apple personnel will be on campus to observe Mr. Hurley teaching, and will interview students, parents, and administration, to assist them in the final selection process. Regardless of the outcome, we are extremely happy for Mr. Hurley and

congratulate him on this accomplishment. Golden Apple recognizes teachers for their contributions to building a stronger, better-educated society.

E-Learning at Reavis

Reavis has developed an e-Learning policy in response to State policy changes. E-Learning, also known as virtual learning, is an idea that allows school to be in session online. First piloted in Illinois in 2015, this is a very common practice in extreme or rare emergency circumstances that would prevent school from being in session. Dr. Riordan, Mr. Novak, and Ms. Schultz met with teacher reps, student reps, and the administration to discuss what e-Learning would look like at Reavis. Dr. McCurdy and Ms. Mary Claire Ahern were instrumental in researching area school policies and guiding practices from the State to help outline our proposed framework. The two most important questions needed to address:

- What method will be used to verify “student attendance” during an e-Learning day
- What rules will govern e-Learning assignments

What other questions do we need to answer about the e-Learning process? When this policy is implemented, what is our communication plan to ensure stakeholders are familiar with the change?

PTC

Lastly, Ms. Schultz reminded the Board that Parent Teacher Conferences will be held Tuesday, March 5th. In tandem with the conferences, an Attendance Matters table, nurse’s station, and Parent University session on vaping, hosted by the Deans’ Office, will be available with valuable information for our families.

Dr. Riordan reiterated that the goal of an e-Learning policy would be to make up two of the three days taken this school year so that finals could be taken before Memorial Day. He continued that March 4th (Casimir Pulaski Day) would be Reavis’ first e-Learning day, with the second day sometime in April. He stated that he is confident our e-Learning days will be successful due to the intensive research and work the administration and staff have put into the implementation of this new policy.

Mr. Novak updated the Board on the transition to the on-line payment system, via *e-Funds for Schools* and *Marcia Brenner Associates*. He reported that within the next couple of days, we will be fully transitioned to the new system. He noted that payments in this new system were accepted from approximately one quarter of our families at 2019-2020 Freshman Orientation held on January 26th. He continued that on Tuesday, February 12th, credit card payments were accepted for t shirt sales, during the *Rams Spartans Heroes Night, Honor our Fallen, Thank the Living*, basketball game. The transferring of current student balances from the old system to the new was accomplished today. Mr. Novak stated that as our Guidance Department begins to send out information to our families for the 2019-2020 school year, information and directions for our new system will be added to these mailings.

Dr. Riordan ended the meeting by proudly noting that the first batch of name plates has gone up on our Veterans Wall at the entrance of the Library. He reminded everyone that this is an ongoing process, so please continue to spread the word and send in names of Reavis alumni. The Army plaque is almost full already, with the Navy plaque a close second.

- C. Teachers Union – no report
- D. Support Staff Union – no report
- E. Maintenance Union – no report

F. Board Reports – no reports

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.

Time: 8:15 p.m.
Motion: T. Arnold
Second: R. McKinley
Aye: T. Arnold, G. Ayala, J. Brodinski, R. McKinley, L. O’Dowd
Nay: None
Vote: 5-0

13. RETURN TO OPEN SESSION

Time: 9:32 p.m.
Motion: T. Arnold
Second: G. Ayala
Aye: G. Ayala, J. Brodinski, R. McKinley, L. O’Dowd, T. Arnold
Nay: None
Vote: 5-0

14. NEW BUSINESS

There were no motions brought up after *Closed Session*.

15. ADJOURNMENT

Time: 9:32 p.m.
Motion: L. O’Dowd
Second: T. Arnold
Aye: R. McKinley, L. O’Dowd, T. Arnold, G. Ayala, J. Brodinski
Nay: None
Vote: 5-0

Signed and approved this 19th day of March, 2019.

President

Secretary