

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

**REGULAR BOARD OF EDUCATION MEETING**

**TUESDAY, APRIL 21, 2020, AT 6:30 P.M.  
LIBRARY**

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**MINUTES**

**1. OPEN MEETING, PLEDGE OF ALLEGIANCE, ROLL CALL**

Time: 6:30 p.m.

The following Board Members were physically present at the meeting:

Ted Arnold  
James Brodinski  
Andrea Creger, Vice President  
Russell McKinley, President  
Ruben Moreno  
Linda O'Dowd, Secretary

Also present: Daniel J. Riordan, Ed.D., Superintendent  
Eric Novak, Chief School Business Official  
Burt Odelson, Attorney

Also present via web-conference:

Gerardo Ayala  
Julie Schultz, Principal  
Donald P. Erickson, NBCT, Information & Educational Technology Director  
Robert Morack, Athletic Director  
Thomas Witting, Activities Director

**2. APPROVAL OF MINUTES**

- Regular Meeting Minutes of March 24, 2020.

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

### **3. AUDIENCE PARTICIPATION**

Ms. Nelligan stated that she did not receive any emails for audience participation prior to the meeting.

### **4. COMMUNITY USE OF FACILITIES**

- Approved request by *Burbank Park District* to use the driver's education parking lot for the purpose of Burbank's 50<sup>th</sup> Birthday Bash from June 26, 2020 to June 28, 2020.

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

Dr. Riordan explained that although the event may not be held due to the current situation, getting the approval now assures no issues if the event is held in June.

Aye: J. Brodinski, A. Creger, R. McKinley, R. Moreno, L. O'Dowd, G. Ayala  
Nay: None  
Abstain: T. Arnold  
Vote: 6-0-1

### **5. FISCAL MANAGEMENT**

- A. Approved resolution providing for the issuance of not to exceed \$45,000,000 general obligation school bonds.

Motion: R. Moreno  
Second: R. McKinley

Dr. Riordan explained that if the board approves this item then the next step will be to work with the underwriters to go out to the market to determine when is the best time to go market. Ms. Creger asked how the rates have been recently. Dr. Riordan referred to the Municipal Market Update that was distributed to the board members. Dr. Riordan stated that Reavis is in the position to be very patient and time the market to be sure to get the best interest rate available. There is not a financial need to get the funds immediately.

Burt Odelson, attorney, added that himself and Vincent Cainkar participated in a \$5.5 million bond issue last week for Orland Fire Protection and Chase Bank bought at 1.38% for 15 years. That is not to say Reavis will be the same but it gives the flexibility to pick the right time.

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

- B. Financial Statements dated March 31, 2020.

Motion: L. O'Dowd  
Second: A. Creger

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

C. Payment of Bills for the month of April, 2020.

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

**6. EDUCATIONAL TRAVEL**

**7. PERSONNEL**

A. Approved the rehiring of the following educational aides for the 2020-2021 school year:

Ms. Anita Grey  
Ms. Maha Khalil  
Ms. Liskeyda Salamanca  
Ms. Valerie Wojtkiewicz

Motion: R. Moreno  
Second: R. McKinley

Dr. Riordan explained that the goal of these personnel items is to make sure staff is confident that they do have a position to return to next school year. Keeping in mind there have not been any increases proposed as the teacher negotiations are still ongoing.

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

B. Approved the rehiring of the following exempt staff for the 2020-2021 school year:

Mr. Alexis Aguilar, Computer Technician  
Mr. Mark Appleby, Director of Transportation and Operations  
Mr. Brian Bembenek, Second Shift Maintenance and Security Supervisor  
Ms. Mary Cook, Business & Finance Coordinator  
Dr. Paige Dague, Projects Specialist, Department of Information Technology  
Mr. Michael Hock, Director of Buildings and Grounds  
Mr. Bob Horn, Computer Technician Specialist  
Ms. Elizabeth Kimble, Receptionist  
Mr. Greg Kopec, Network & Information Technology Security Specialist  
Mr. Patrick Kustok, Computer/Telecommunications Technician  
Ms. Loretta Macaulay, Food Service Manager  
Ms. Erin Nelligan, Administrative Assistant for the Superintendent  
Ms. Kathleen O’Malley, Administrative Assistant for Business and Finance

Ms. Karina Rodriguez, School Psychologist  
Mr. Robert Rybczyk, Education Technology Specialist  
Ms. Patricia Saunders, Administrative Assistant to the Principal  
Ms. Victoria Schwarz, School Psychologist  
Ms. Theresa Shepherd, Student Assessment Specialist  
Mr. Lionell Siert, Athletic Trainer

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

C. Approved contracts for the following administrators for the 2020-2021 school year:

Mr. Eric Novak, Chief School Business Official  
Ms. Julie A. Schultz, Principal  
Mr. Donald Erickson, Director of Information & Educational Technology  
Ms. Eileen Jastrzebowski, Director of Student Services  
Dr. Heather McCurdy, Director of Curriculum  
Mr. Robert Morack, Athletic Director  
Mr. Thomas Witting, Activities Director  
Ms. Erika Banick, Division Chair for Humanities  
Ms. Julie Jooste, Division Chair for PE, CTE & Fine Arts  
Mr. Michael LaMantia, Division Chair for Special Education & ELL  
Ms. Kelly O'Malley, Division Chair for Math & Science

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

D. Approved request to rescind previously approved leave of absence according to the provisions of the *Family Medical Leave Act* for Mr. Mark Gniadek, Teacher from April 6, 2020 through April 15, 2020.

Motion: A. Creger  
Second: L. O'Dowd

Dr. Riordan explained that Mr. Gniadek rescinded his leave since the current situation requires him to remain at home.

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

E. Approved request for a leave of absence according to the provisions of the *Family Medical Leave Act* for Ms. Heather Illichman, Teacher, beginning on August 11, 2020 with a tentative return of January 6, 2021.

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

- F. Approved the hire of Mr. Donald Erickson, as Head Baseball Coach, effective for the 2020-2021 school year.

Motion: G. Ayala  
Second: T. Arnold

Dr. Riordan explained that since Mr. Erickson is an administrator he must be approved each year for the position.

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

- G. Approved the hire of Mr. Richard Canan, as Assistant Baseball Coach, effective for the 2020-2021 school year.

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

- H. Approved the hire of Mr. Walter Forsythe, as Girls' Head Swim Coach, effective for the 2020-2021 school year.

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

- I. Approved the hire of Ms. Sue Sprovieri, Assistant Boys' and Girls' Tennis Coach, effective for the 2020-2021 school year.

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

- J. Approved the hire of Ms. Samantha Ippolito, Head Cheerleading Coach and IHSA Cheer Coach, effective for the 2020-2021 school year.

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

- K. Approved the hire of Ms. Genesis Myers, Assistant Cheerleading Coach, effective for the 2020-2021 school year.

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

- L. Approved the hire of Ms. Morgan Kats, Assistant Cheerleading Coach, effective for the 2020-2021 school year.

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

- M. Approved the hire of Ms. Daisy Marquez, Assistant Dance Coach, effective for the 2020-2021 school year.

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

- N. Approved the rehiring of the following cafeteria staff for the 2020-2021 school year:

Ms. Latricia Alonzo  
Ms. Maria Alvarez  
Ms. Rosalinda Campa  
Ms. Cheryl Casco  
Ms. Linda Evitts  
Ms. Claudia Flores  
Ms. Cynthia Heinen  
Ms. Concetta Massaro  
Ms. Laura Morrissey  
Mr. Tim Morrissey  
Ms. Adeline Nebe

Ms. Cheryl Overland  
Ms. Maria Rodriguez  
Ms. Abigail Sanchez  
Ms. Kathy Tirrito

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

O. Approved the rehiring of the following hall/security monitors for the 2020-2021 school year:

Ms. Maria Aguilar  
Ms. Connie Bochenek  
Ms. Carol Burke  
Ms. Barbara Gagle  
Ms. Sara Gomez  
Ms. Araceli Melero  
Mr. Steven Pike  
Ms. Sandra Ocampo  
Ms. Carol Sikorski  
Ms. Rita Spratt  
Ms. Dora Zavala

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

## 8. OLD BUSINESS

## 9. NEW BUSINESS

- Approved renewing membership in the *Illinois High School Association (IHSA)* for the 2020-2021 school year.

Motion: G. Ayala  
Second: R. Moreno

Dr. Riordan stated that IHSA made the official announcement today that all spring sports/activities are cancelled. IHSA is allowing the possibility that if the State of Illinois Executive Order is lifted there may be competitions allowed to take place.

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

## **10. CATEGORICAL REPORTS**

### A. Student Reports – No Report

### B. Administration –

Mr. Novak updated the board on the finances of the district. Mr. Novak referenced the financial statements distributed with the board packet are through March 31, 2020. However, information he is providing this evening is current as of today. Overall for the district, the fund balance is currently \$11.6 million across all funds. Which is 5% greater than year over year. The current budget has had 91.35% of revenues collected. Around this time last year, there was concern over local collections. Mr. Novak is happy to report the local collections are at 94%. Reavis has collected \$29.89 million which is \$800,000.00 more than all local collections last year. Mr. Novak reported that 92.95% of budgeted expenses have been spent which is on track for this time of year. Also, for this year, all of the funds have a surplus with the exception of the Transportation Fund that is currently -\$40,000.00. This is mainly due to late state payments totally \$236,000.00 in categorical transportation payments. Hopefully those payments will be received by end of fiscal year. If not, Mr. Novak feels there still could be a surplus based on other future revenues either local or state. As of now, Reavis is at 72% for state collection. That is on target with 6 state aid payments still to be made. All information received from the state indicates those payments will be made. However, Mr. Novak is not as certain that the categorical payments such as, Transportation, Special Education etc. will be made. Those payments amount to approximately \$300,000.00. He will continue to track and update as more information is received from the state.

Mr. Novak also stated that when the Executive Order began on March 13, 2020 he informed Administration as well as Support Staff that Reavis was on an immediate spending freeze with the exception of essential spending or outstanding invoices. The bills that were approved this evening on the bill list were outstanding invoices that needed to be paid. Since the spending freeze began on March 16, 2020, Mr. Novak has received minimal requests from Department Chairs for spending.

Mr. Novak also stated that building use is being monitored closely. There is limited staff in the building on a daily basis. Dr. Riordan and Mr. Novak have spoken with Maintenance Staff about lowering the energy consumption throughout the building. Today, Mr. Novak spoke with the energy consultant who provided updated percentages of what would be expected on the monthly bill. March gas/heating consumption shows a 25% decrease and a 35% decrease is already being reported for April. The power/electric consumption for April is down 19%. Mr. Novak reported that he is continuing to look at other ways to save until the end of the fiscal year.

Mr. Novak explained that April is the typical time to meet with Administrators to discuss the budget. That process has begun but with the outbreak of Covid-19 it brings a lot of uncertainty. He is monitoring very closely any information provided by the state or professional organizations with what is expected to happen with local and state revenue. As Mr. Novak works with each Administrator he will go line by line in detail of spending to make sure with the expected decrease in revenue next year expenditures will be limited as much as possible. Mr. Novak and Dr. Riordan have discussed the possibility of preparing two different budgets that would encompass many different assumptions or scenarios.

Dr. Riordan added that he feels everything possible is being done for this year's budget to limit expenditures due to the situation. As far as next year's budget, it is really forecasting for the following school year or beyond because everything is about a year in arrears. The biggest



concern at the start of the school year will be the fall local property tax collection. There will be continued conversations throughout the year regarding the future because if the state money changes as well as being delayed, that will affect future budgets.

Mr. Novak reminded the Board of the School Project Maintenance Grant that was approved two months ago. Reavis has been awarded the grant. Reavis planned for a \$110,000.00 capital project as it relates to replacing roof top units over the Little Theater, Home Economics area and Tech lab. The state is matching \$50,000.00. So that project will move forward. Also, as reported in January, Mr. Novak reiterated that 6 bus leases are up at the end of June. He has had preliminary conversations with the current vendor, Midwest Transit Equipment. The initial proposed 5-year lease agreement is 18% greater than the current lease. Mr. Novak is working with them and also exploring the idea of possibly working with a different vendor.

Dr. Riordan began his report by stating how this current situation is so unique. He sent a letter to parents and families last week after receiving the official word that schools will be closed for the remainder of the school year. A reminder to embrace the normal because you never know what tomorrow will bring. Who would have thought that Friday, March 13<sup>th</sup> that our students would not be seen again for the remainder of the year?

Dr. Riordan stated that he has many people to thank for efforts the last month. First, he thanked the Board for being who they are and what they do for Reavis every day. He speaks for the administrative team, faculty, staff and even the students. Reminding everyone that Reavis is the foundational institution of the community. That was realized years ago and confirmed with what was accomplished on March 17<sup>th</sup>. Dr. Riordan also thanked the high majority of students that are engaging and participating in e-Learning. Dr. Riordan spoke of his firsthand experience that his son has gotten into a regular routine of logging in every day and doing assignments. On average there are approximately 50 students that are not checking in for attendance. Although that may seem like a lot of students, there typically are over 100 absences reported during a normal school day. Dr. Riordan again thanked the students stating this has not been easy for them. It is not the same as coming to school every day and being able to engage with teachers and classmates. Also, to be considered is what students may be experiencing at home. Parents may also be working at home or having to deal with job loss which brings additional stress. Dr. Riordan also thanked the parents. There has been very few if any complaints but there has been plenty of positive feedback. He also thanked the Reavis teachers. It has always been known that Reavis has great teachers. They are making the best of the situation. They are meeting virtually and reaching out to their students. They are doing everything they can to ensure the students are successful.

The Maintenance staff is another group to be thanked. They are working with a limited crew each day/afternoon and making sure any area that has been accessed throughout the day is thoroughly cleaned. Dr. Riordan also thanked the Support Staff who has been very flexible by coming in when needed or working remotely from home. The IT Staff has been coming in and assisting students with Chromebooks and connectivity issues. He also thanked the Administrative Team stating that to be a leader during this time is critical. It's easy to lead when things are going great it's when things go sideways that leadership emerges from people stepping up. With that Dr. Riordan passed on his gratitude to his Administrative Team.

The last group Dr. Riordan thanked was the Cafeteria Staff. This team is led by Ms. Loretta Macaulay who has been working every day to receive the food deliveries to ensure breakfasts and lunches are available for the community. Ms. Macaulay and her team prepare the meals, package the meals and distribute to the people. On average approximately 275 meals are distributed on a daily basis. Dr. Riordan stated he feels the community is aware that Reavis is here to support them. In a time of uncertainty people look for comfort, calmness or an

organization to give security. Reavis High School is that organization and will continue to provide that stability when needed.

In regards to the Bond Resolution, Dr. Riordan stated the next step would be to have a Building & Grounds Committee meeting. In that meeting, a contract will be signed with SPM Architects. Mr. Michael Markham of SPM, already stated that he is working on the fee percentage and intends to be reasonable. The other item that can be worked on this Spring/early Summer is the interviewing for construction management. The committee can decide to work with a construction manager or a general contractor. Those will be discussions to begin now. Mr. Ayala stated that he is against hiring a manager for the project. Dr. Riordan acknowledged Mr. Ayala and commented that he is only outlining what items need to be explored and discussed during the committee meeting. Mr. Arnold also added that the various projects could have different managers. Dr. Riordan agreed and reiterated these items will be discussed and decided during the Building & Grounds Committee meeting. An item that Dr. Riordan anticipates to be asked by the underwriter's is what is the project timeline. That will also be formulized with the committee.

Mr. Burt Odelson shared with the Board that Reavis is fortunate that a number of the Superintendents that Dr. Riordan communicates with and Mr. Odelson represents have gone through major projects in the last 2-4 years. There have been \$10-15 million projects completed in neighboring districts. They will be able to provide feedback on contractors' performance. Reavis will be able to benefit from the neighboring districts. Dr. Riordan added that although Reavis has not had a major project in the last 4-5 years there have been significant renovations where that experience will be used going forward.

Dr. Riordan explained that the current stay at home order from the governor is through April 30<sup>th</sup>, 2020. There has not been any new information provided that it will be extended but there clearly are indications that it will be extended. The State Superintendent and the ISBE has put out a FAQ document which Dr. Riordan provided copies of to the Board. In regards to the school calendar, the school year will not have to be extended beyond the scheduled last day of May 22, 2020. Seniors will still finish on May 8, 2020 and the remainder of students will finish on May 22, 2020.

Dr. Riordan reminded the Board that e-Learning was established to allow days of at-home learning if needed, not weeks. Adding that Reavis has been ahead of the curve in regards to e-Learning. The state approved plan was used last year so the majority of teachers and staff knew what to do. Information will be sent out to students from Principal Schultz regarding grading. The information targeting seniors will address final exams, grading, senior check-out and graduation. Final exams will not be administered for any students. An alternative date for graduation and prom is being considered. All possibilities are being considered to try to make the seniors last year momentous.

In closing, Dr. Riordan thanked the staff for their participation in the Reavis Rapid Response fund. Last week an email was sent to the entire staff inviting them to participate by donating to the fund in which gift cards would be purchased from Burbank restaurants and sent to three area hospitals. Dr. Riordan is very proud to say that over \$12,000.00 was raised. The gift cards have been purchased and Advocate Christ Hospital, OSF Little Company of Mary Hospital and Palos Community Hospital will each receive \$4,000.00 worth of gift cards to Burbank restaurants.

C. Teachers Union – No Report

D. Support Staff Union – No Report

E. Maintenance Union – No Report

F. Board Reports – No Report

**11. 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: 7:45 p.m.

Motion: T. Arnold

Second: R. Moreno

Aye: G. Ayala, J. Brodinski, A. Creger, R. McKinley, R. Moreno, L. O’Dowd T. Arnold

Nay: None

Vote: 7-0

**12. RETURN TO OPEN SESSION**

Time: 9:32 p.m.

Motion: T. Arnold

Second: A. Creger

Aye: J. Brodinski, A. Creger, R. McKinley, R. Moreno, L. O’Dowd, T. Arnold, G. Ayala

Nay: None

Vote: 7-0

**13. NEW BUSINESS**

**14. ADJOURNMENT**

Time: 9:33 p.m.  
Motion: T. Arnold  
Second: J. Brodinski  
Aye: A. Creger, R. McKinley, R. Moreno, L. O'Dowd, T. Arnold, G. Ayala J. Brodinski  
Nay: None  
Vote: 7-0

Signed and approved this 21<sup>th</sup> day of May, 2020.

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President

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Secretary