MINUTES OF REGULAR MEETING
FOR THE
BOARD OF EDUCATION
EVERGREEN PARK ELEMENTARY SCHOOL DISTRICT 124
July 17, 2024

1. A Regular Meeting for the Board of Education of Evergreen Park Elementary School District 124 was called to order at 6:02 p.m. on July 17, 2024 in the Multi-Purpose Room at the Administrative Center, Evergreen Park, IL.

   The following Board Members were physically present at roll call:

   Mrs. Colleen Klimczak
   Mr. Michael Aumiller
   Mrs. Denise Jones
   Mrs. Rachel Marroquin
   Mr. David Sheppard
   Mrs. Lauren Dowden
   Dr. Michael Thomas

   Also present: Dr. Jenna Woodland, Dr. Ashley Carlson, Mr. Eric Grossi, Mrs. Patricia Roberts, Ms. Rebecca Tyrrell, Mr. Jim Hennessy, Mr. Dan Lee, Mr. Djimon Smith, Mrs. Jan Stanton, and Recording Secretary, Ms. Sonia Hernandez

2. Mrs. Klimczak led the Board in the Pledge of Allegiance.

3. Consideration was made by the Board to approve the agenda. President Klimczak asked that Item E. AERO Report, be added under VI. Board Reports. A motion was made by Dr. Thomas and seconded by Mr. Aumiller to approve the agenda as amended. A roll call vote was taken with the following results:

   | | |
   |---|---|
   | Mrs. Colleen Klimczak | yea |
   | Mr. Michael Aumiller | yea |
   | Mrs. Denise Jones | yea |
   | Mrs. Rachel Marroquin | yea |
   | Mr. David Sheppard | yea |
   | Mrs. Lauren Dowden | yea |
   | Dr. Michael Thomas | yea |

   MOTION CARRIED (7-0)

4. Under Staff Reports:

   Dr. Jenna Woodland:

   - Directed attention to Mrs. Jan Stanton, Community Education Coordinator, who provided an update on the community classes. The following was mentioned:
     - Free classes offered, thanks to the generous donation of the Ed Foundation, E.P. Fire Department, Meijer, and Mariano's, and the volunteer teachers

- CPR and First Aid Training provided by Ed Dunne of the E.P. Fire Department
  - ✓ 210 individuals have been trained for CPR
  - ✓ 147 individuals have been trained for First Aid
- Art Classes by Barb Thompson, retired Art Teacher – SE
- Cooking and Baking Classes taught by Camille Dickey, Teacher – CMS
- Floral Arrangement Classes – materials donated by Mariano's, florist conducts classes
- Continue to offer free Virtual English Classes partnering with Moraine Valley
- Photos Shared of the following classes
  - ✓ Alcohol Ink Painting (bookmarks)
  - ✓ Bath Bombs
  - ✓ Appetizers for the Holidays
  - ✓ Coffee with Senator Cunningham/Mayor Burke
  - ✓ Wind Chime Class
  - ✓ Spring Flower Centerpiece
  - ✓ Children's Baking Class
  - ✓ Adult Cooking Class

After the presentation, Mrs. Stanton stated that she is working on the fall classes. The Members of the Board and Dr. Woodland thanked Mrs. Stanton for a job well done.

- Shared Registration reminders as follows:
  - ➢ Complete Online Registration
  - ➢ Clear Batch System used for all returning students to verify residency, using public records.
  - ➢ Upon completion of residency verification, an email will be received, as well as a postcard in the mail and an email
  - ➢ If additional documentation for proof of residency is needed, households will be contacted by our Family Resource Coordinator, Elizabeth Lopez
  - ➢ All returning students received a snapcode email in the spring for registration. If this information cannot be located please contact the office of registration for assistance.
  - ➢ Open Registration for Returning Students Dates/Times
    - July 31, 2024 from 1:00 p.m. to 3:30 p.m. and 4:30 p.m. to 7:00 p.m.
    - August 1, 2024 from 9:00 a.m. to 12:00 p.m. and 1:00 p.m. to 3:30 p.m.
  - ➢ 82 Total New Students – Completed Registration
  - ➢ 1191 Total Returning Students – Completed Registration
  - ➢ 1273 Total Students as of 7/16/24 – Completed Registration
  - ➢ 465 Total Additional Students Pending Registration

- Spoke in regards to CMS Connections/Communication Strategies. The following was included:
  - CMS FAQ located on website
  - Postcard with QR code mailed to ALL CMS families with link to information
  - Form to submit questions sent to all families
  - Dr. Moller shared information in email format with follow up questions addressed on a need be basis
  - CMS Meet and Greets to share valuable information and gather feedback from parents (PM/AM offering)
  - Partnership with EP Podcast
  - Central Middle School 2024-25 Frequently Asked Questions

- Directed attention to Mr. Jim Hennessy, Director of Buildings and Grounds. Mr. Hennessy provided construction updates, including the following:

  - Photos were shared
  - 100% on schedule (new univents installed, fan units in ceilings installed, piping done/tested, insulated, connections are being made, air conditioning in hallways)
  - Members of the Board received updates from Precision Control in their Board Packets
  - Most will be completed by early August
  - Programming with computer system will be throughout August, will not disrupt classes - once complete, will be able to control everything from the computer

Curriculum and Instruction
Dr. Ashley Carlson:

- Reported on the CMS Improvement Grant – Background. The following was included:
  - Initial Designation in October 2022 of Targeted for our English Learner student population
  - 2023-2024 School Improvement Plan approved May 2023
    - Intentional Scheduling
    - Intentional Planning for diverse learners
    - Increased student attendance
  - Year Two Designation was Commendable for all student groups
  - Update on successes at April 2024 BOE meeting
  - Will continue to receive funds for
  - Continue to get funds for three full years regardless of moving to commendable.

- Goal #1
  - Using the Evergreen Park *High Quality Tier One Framework*, CMS will move from not yet in place to in place component 4.3 Diverse Learners by the end of the 2025 school year. Teacher demonstrates knowledge of students' individual learning needs and uses differentiated instructional strategies to ensure access to grade level content for all students.
  - Action Steps
    - ✓ Review of the HQT1 Framework and sharing this goal with staff.
    - ✓ School Implementation Team will be trained in look fors for component 4.3 Diverse Learners as it relates to Multilingual learners.
    - ✓ Fall Learning Walks and Data Review
    - ✓ Professional Learning to build capacity for identifying individual learning needs and using differentiated instructional strategies to ensure access to grade level content
    - ✓ Professional Learning to build capacity for differentiation for a variety of English Language Development (ELD) levels
    - ✓ Winter Learning Walks and Data Review
    - ✓ Additional Professional Learning based on trends recognized in the Winter Learning Walks
    - ✓ Spring Learning Walks and Data Review
- Goal #2
  - By the end of the 24-25SY, CMS will improve upon student behavior by increasing the percentage of students who receive 0-1 referrals for a minor behavior from 73.4% to 83.4% and students who receive 0-1 referrals for a major behavior from 83.8% to 93.8%.
  - Action Steps
    - ✓ Consistent incentive assembly criteria
    - ✓ Schedule out of the blue days for desired behavior aligned with our school wide expectations
    - ✓ Display school wide expectations on posters around the school
    - ✓ Ensure consistency with LiveSchool (positive reinforcement system) to ensure equity
    - ✓ Create a more intentional daily advisory schedule (review expectations, social-emotional learning lessons, student grade-check + email parents)
    - ✓ Explicit and intentional social and emotional learning through Capturing Kids' Hearts curriculum
    - ✓ End of quarter and end of year BBQ
- Goal #3
  - By the end of the 24-25SY, we will decrease the number of students who are missing 10-19.9% of school days (moderate chronic absence) from 12% (75 students) to 8% (50 students).
  - Action Steps
    - ✓ Review data related to chronic absenteeism.
    - ✓ Provide parent education for the importance of student attendance.
    - ✓ Review student attendance data on a weekly basis

- ✓ Design monthly Tier I attendance incentive programing.
- ✓ Increase communication efforts to students falling in the Tier II level. This should include phone calls as well as email/text messaging
- ✓ Review student attendance data at all Tier II and Tier III meetings to address individual student/family needs related to student attendance.

Business Office
Mr. Eric Grossi:

- Reviewed the Monthly Financial Report as of June 2024. The following was mentioned:
  - Statement of Expenditures
    - Up in June due to summer pays, salaries and benefits up, insurance increases
    - E-Rate payments
    - Finalizing tuition payments for Special Education
    - Transportation costs are increasing
  - Statement of Revenues
    - End of Year
    - Evidenced Based Funding
    - Miscellaneous grants
  - Fund Balances
    - Projecting unaudited fund balance final $28,000 surplus

- Reported that a Freedom of Information Request was received from Mrs. Sheri Reid of SmartProcure, and it has been completed.

5. Public Comments:

- Mrs. Klimczak provided reminders on Public Comments as follows:
  - There is a three minute limit on comments
  - The Board cannot and does not respond to comments during the meetings, but does hear and respect them
  - If there is a specific question that comes up, the Board will try to respond immediately, possibly the next day or two after the meeting

6. Board Reports:

- The Back-to-School Bash Board Donation was discussed. The following was decided:
  - $250 donation check to the D124 Foundation
  - Possibility of sponsoring an activity

- Mr. David Sheppard provided a Board Policy Update. The following was mentioned:
  - Policy 7:190 to mimic state law - gives direction to staff, provides clarity parents/community, clear guidelines
  - Policy 7:230 – beginning stage, re. children with special needs

- Mr. David Sheppard provided an IASB Regional Meeting Report which included the following:
  - Executive Committee will have their own Fall Division Meeting with their own speaker on October 3rd at 6:00 p.m., and next Annual Division meeting on March 13, 2025

- Mrs. Klimczak spoke in regards to the Joint Annual Conference of November 22-24, 2024. The following was mentioned:
  - Contact Ms. Hernandez if you would like to attend
  - Pre-Conference Workshops available

- Mrs. Klmczak provided an AERO Governing Board Meeting Report. The following was mentioned:
  - Tile replacement throughout building due to manufacture defect
  - Report on Internship Program Teacher Helper, 57 applicants and 40 regular participants
  - Approved AERO Budget for 2024-2025
  - Reviewed changes in bell schedule
  - Received hiring and staffing updates

7. Consent Agenda items 1 through 7 were reviewed by the Board and, thereafter, a motion was made by Dr. Thomas and seconded by Mrs. Marroquin to approve the following items as recommended:

   1. Approve Monthly Transaction Reports for June 2024
   2. Approve Fund Balance Reports for June 2024
   3. Approve Expenditure Report and Projected Payroll Report for July 2024
   4. Approve Board Minutes from the Regular Meeting of June 18, 2024
   5. Approve the Closed Session Minutes from the Regular Meeting of June 18, 2024
   6. Approve Destruction of Closed Session Tapes from March 2020
   7. Personnel Recommendations:
      a. <u>Additions:</u>
         1. Alejandra Takase, Lunch/Recess Supervisor - NW, effective August 23, 2024
         2. Joanna Carranza, School Social Worker - CMS, effective August 19, 2024
         3. Annie Myren, Kindergarten Teacher - NW, effective August 19, 2024
         4. Colleen Cusack, School Nurse - SE, effective August 13, 2024
         5. Fiona Harper, Paraprofessional - NW, effective August 19, 2024
         6. Megan Cramer, 8th Grade Math Teacher - CMS, effective August 19, 2024

7. Brooklyn Johnson, Pre-Kindergarten Teacher - NW, effective August 19, 2024
8. Charlie Piermattei, 6th Grade Social Studies Teacher - CMS, effective August 19, 2024

b. Resignations:

1. Catherine Claussen Dewes, Math Teacher - CMS, effective June 6, 2024
2. Leah Berns, 6th grade Social Studies Teacher - CMS, effective June 6, 2024
3. Meaghan Waterous, 4th Grade Teacher - NE effective July 11, 2024
4. Vanessa Raygoza-Galvez, Paraprofessional - NW, effective July 3, 2024
5. Emily Keating 4th Grade Teacher - SW, effective June 6, 2024

| FUND | IMPREST ACCOUNT June, 2024 | EXPENSES July, 2024 | PROJECTED PAYROLL July, 2024 | TOTAL PROJECTED EXPENSES July, 2024 |
|---|---|---|---|---|
| EDUCATION | 0.00 | 187,422.04 | 240,011.81 | 777,433.85 |
| BUILDING | 0.00 | 34,151.33 | 92,001.37 | 251,152.70 |
| BOND/INT | 0.00 | 0.00 | 0.00 | 0.00 |
| TRANS. | 0.00 | 24,032.55 | 0.00 | 24,032.55 |
| IMRF | 0.00 | 0.00 | 26,296.03 | 26,296.03 |
| TORT | 0.00 | 251,114.00 | 0.00 | 251,114.00 |
| CAPITAL PROJECTS | | 527,250.00 | | 537,250.00 |
| WK. CASH | 0.00 | 0.00 | 0.00 | 0.00 |
| FIRE PREV. & SAFETY | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | |
| TOTALS: | 0.00 | 1,023,969.92 | 358,309.21 | 1,867,279.13 |

A roll call vote was taken with the following response:

| | |
|---|---|
| Mrs. Colleen Klimczak | yea |
| Mr. Michael Aumiller | yea |
| Mrs. Denise Jones | yea |
| Mrs. Rachel Marroquin | yea |
| Mr. David Sheppard | yea |
| Mrs. Lauren Dowden | yea |
| Dr. Michael Thomas | yea |

MOTION CARRIED (7-0)

8. Consideration was made by the Board to approve Central Middle School – School Improvement Grant, as presented by Dr. Ashley Carlson. A motion was made by

Mr. Aumiller and seconded by Mrs. Jones to approve Central Middle School – School Improvement Grant, as presented by Dr. Ashley Carlson. A roll call vote was taken with the following response:

| | |
|---|---|
| Mrs. Colleen Klimczak | yea |
| Mr. Michael Aumiller | yea |
| Mrs. Denise Jones | yea |
| Mrs. Rachel Marroquin | yea |
| Mr. David Sheppard | yea |
| Mrs. Lauren Dowden | yea |
| Dr. Michael Thomas | yea |

MOTION CARRIED (7-0)

9. Consideration was made by the Board to approve the Back-to-School Bash Board Donation. A motion was made by Mr. Aumiller and seconded by Dr. Thomas to approve the Back-to-School Bash Board Donation in the amount of $250 (check to be made out to the D124 Foundation). A roll call vote was taken with the following response:

| | |
|---|---|
| Mrs. Colleen Klimczak | yea |
| Mr. Michael Aumiller | yea |
| Mrs. Denise Jones | yea |
| Mrs. Rachel Marroquin | yea |
| Mr. David Sheppard | yea |
| Mrs. Lauren Dowden | yea |
| Dr. Michael Thomas | yea |

MOTION CARRIED (7-0)

10. Consideration was made by the Board to approve Resolution Ratifying Proposed Amendments to the A.E.R.O. Special Education Cooperative Articles of Joint Agreement. A motion was made by Mrs. Jones and seconded by Mrs. Marroquin to approve Resolution Ratifying Proposed Amendments to the A.E.R.O. Special Education Cooperative Articles of Joint Agreement. A roll call vote was taken with the following response:

| | |
|---|---|
| Mrs. Colleen Klimczak | yea |
| Mr. Michael Aumiller | yea |
| Mrs. Denise Jones | yea |
| Mrs. Rachel Marroquin | yea |
| Mr. David Sheppard | yea |
| Mrs. Lauren Dowden | yea |
| Dr. Michael Thomas | yea |

MOTION CARRIED (7-0)

11. Consideration was made by the Board to approve 2nd Reading and Adoption of the Board Policy Customized Manual. A motion was made by Mrs. Klimczak and seconded by Mr. Aumiller to approve 2nd Reading and Adoption of the Board Policy Customized Manual. A roll call vote was taken with the following response:

| | |
|---|---|
| Mrs. Colleen Klimczak | yea |
| Mr. Michael Aumiller | yea |
| Mrs. Denise Jones | yea |
| Mrs. Rachel Marroquin | yea |
| Mr. David Sheppard | yea |
| Mrs. Lauren Dowden | yea |
| Dr. Michael Thomas | yea |

MOTION CARRIED (7-0)

12. Consideration was made by the Board to approve 1st Reading of Revised Board Policy 7:190 as recommended by the Board Policy Committee. A motion was made by Mrs. Marroquin and seconded by Mr. Sheppard to approve 1st Reading of Revised Board Policy 7:190 as recommended by the Board Policy Committee. A roll call vote was taken with the following response:

| | |
|---|---|
| Mrs. Colleen Klimczak | yea |
| Mr. Michael Aumiller | yea |
| Mrs. Denise Jones | yea |
| Mrs. Rachel Marroquin | yea |
| Mr. David Sheppard | yea |
| Mrs. Lauren Dowden | yea |
| Dr. Michael Thomas | yea |

MOTION CARRIED (7-0)

13. At 7:08 p.m. a motion was made by Mr. Aumiller and seconded by Dr. Thomas to recess to Closed Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel, including hearing testimony on a complaint lodged against an employee or legal counsel to determine its validity. 5 ILCS 120/2(c)(1) (Conference Room). A roll call vote was taken with the following results:

| | |
|---|---|
| Mrs. Colleen Klimczak | yea |
| Mr. Michael Aumiller | yea |
| Mrs. Denise Jones | yea |
| Mrs. Rachel Marroquin | yea |
| Mr. David Sheppard | yea |
| Mrs. Lauren Dowden | yea |
| Dr. Michael Thomas | yea |

MOTION CARRIED (7-0)

14. At 7:50 p.m. the Board returned to Open Meeting with the following members returning:

Mrs. Colleen Klimczak
Mr. Michael Aumiller
Mrs. Denise Jones

Mrs. Rachel Marroquin
Mr. David Sheppard
Mrs. Lauren Dowden
Dr. Michael Thomas

15. Consideration was made by the Board to approve Resolution to Adopt Notice to Remedy, as discussed in Closed Session. A motion was made by Mr. Aumiller and seconded by Dr. Thomas to Adopt Notice to Remedy, as discussed in Closed Session. A roll call vote was taken with the following response:

| | |
|---|---|
| Mrs. Colleen Klimczak | yea |
| Mr. Michael Aumiller | yea |
| Mrs. Denise Jones | yea |
| Mrs. Rachel Marroquin | yea |
| Mr. David Sheppard | yea |
| Mrs. Lauren Dowden | yea |
| Dr. Michael Thomas | yea |

MOTION CARRIED (7-0)

16. At 7:53 p.m. a motion was made by Mr. Aumiller and seconded by Dr. Thomas to adjourn the meeting. A roll call vote was taken with the following response:

| | |
|---|---|
| Mrs. Colleen Klimczak | yea |
| Mr. Michael Aumiller | yea |
| Mrs. Denise Jones | yea |
| Mrs. Rachel Marroquin | yea |
| Mr. David Sheppard | yea |
| Mrs. Lauren Dowden | yea |
| Dr. Michael Thomas | yea |

MOTION CARRIED (7-0)

17. The next Regular Meeting of the Board of Education is scheduled to take place on August 14, 2024 at 6:00 p.m. in the Multi-Purpose Room at the Administrative Center, 2929 West 87th Street, Evergreen Park.

M. Colleen Klimczak
President

Secretary