

**BOARD OF EDUCATION MEETING MINUTES  
PALOS COMMUNITY CONSOLIDATED SCHOOL DISTRICT 118**

Palos Central Office  
8800 W. 119<sup>th</sup> St.  
Palos Park, IL

August 12, 2025

1. **CALL TO ORDER.** Pam Paris, Board President, called the Regular Meeting of August 12, 2025, to order at 6:00 p.m.
2. **ROLL CALL.** Board members present: Pam Paris, Board President, Susan Szafranski, Secretary; Dr. Tim Baker, Dan Cox, Jennifer Jensen, Kevin Quinn. Others Present: Dr. Anthony Scarsella, Superintendent of Schools; Erin Deval, Assistant Superintendent of Student Services; Scott Fox, Director of IT; Terri Dodds, Assistant Director of Student Services; Dr. Huwaida Hamed, Director of EL; Rob Szklancki, Director of Teaching and Learning; Justin Veihman, Chief School Business Official; Allison Grasso, Palos East Principal; Jennifer Peloquin, Palos West Principal; Dr. Stuart Wrzesinski, Palos South Principal; Sara Leahy, Palos South Assistant Principal; Andrea Ramoley, Palos East Assistant Principal; Kristie Tieri, Palos West Assistant Principal; Brock Stein, Director of Communications; Members Absent: Mike Pizur, Vice President.
3. **PLEDGE OF ALLEGIANCE.** The Board recited the Pledge of Allegiance.
4. **PUBLIC COMMENTS (AGENDA ITEMS).** There were no public comments on agenda items.
5. **PRESIDENT'S REPORT.** Mrs. Paris asked Mr. Quinn to read a section of the Oath of Office/Code of Conduct as a reminder and affirmation of the commitment of each board member to faithfully discharge their duties in pursuit of fulfilling the school district's mission and vision. Mrs. Paris reminded those in attendance of the following upcoming dates:
  - August 13 - Parents can access Skyward for class assignments (Grades PK-5) and homeroom/connections (grades 6-8) at 9 a.m.
  - Bus assignments can be viewed via the My Ride K-12 app.
  - August 15 – Supply Drop Off Day (9 a.m. to noon)
  - August 19 – Policy Committee Meeting at 6:00pm at Central
  - August 20 – First full day of school for 1st through 8th grade students.
  - Times for visitation day for preschool and kindergarten students will be coming from your child's school.
  - August 21 – First day of regular attendance for preschool and kindergarten students.
  - First day of Zero Hour at Palos South.
  - August 27 – Late Start Wednesdays begin. All schools start 30 minutes later. Dismissal time remains the same.
  - September 1 – Labor Day (No School)
  - September 2 – West Curriculum Night 6:30-8:00 pm
  - September 3 – South Curriculum Night 6:00-8:00 pm
  - September 4 – East Curriculum Night 6:30-8:00 pm
  - September 12 – Palos 118 Foundation Laps for Literature

## 6. ADMINISTRATIVE REPORT

- A. **Superintendent's Report to the Board.** In his report to the board, Superintendent of Schools, Dr. Anthony Scarsella, reminded everyone that school begins August 20 and that enrollment is 2,085 students. He reviewed summer capital improvement projects, which included classroom renovations at both Palos East and Palos West and that all came in on time and on budget. He thanked the Operations Department for preparing schools to welcome back students and staff for a new school year. Dr. Scarsella reminded everyone of the importance of students attending school daily and that parents can contact school principals for attendance support. He also encouraged parents and guardians to take the time to review the updated attendance information on the D118 website under the Resources heading. He also encouraged parents to review the Parent Notification List under the Resources heading. He asked parents to check their child's backpack daily to ensure that no prohibited items are brought onto the bus or into our schools and encouraged them to inform their school if they notice their child having negative feelings toward attending school. He encouraged parents to get involved with the Parent Faculty Association (PFA), the Educational Foundation, and the Music Parents Association (MPA). He reported that parents can access their child's class assignment information through Skyward on August 13. He reminded parents of kindergarten and 6<sup>th</sup> grade students that a physical form must be on file before August 20 or they will not be allowed to attend classes on the first day of school. Dr. Scarsella encouraged parents to download the MyRide K12 App and ParentSquare to stay up to date on bus route information and messages sent from their schools and the District. He reminded of the Supply Drop Off day on August 15 from 9 a.m. to noon. He also thanked the teaching staff who spent some of their summer break working with students at STEAM camps, sports and band camps, as well as those who taught at our Extended School Year program at Palos West.

## 7. COMMITTEE REPORTS.

- A. **Finance Committee.** Dr. Baker reported that the committee met on August 5, 2025 and that Chief School Business Official, Mr. Justin Veihsman shared the tentative budget with committee members, indicating the budget is balanced and he anticipates a surplus at the end of the fiscal year, most of which will be utilized to fund capital projects next summer as promised to the community during the 2024 referendum.
- B. **Parent Faculty Association (PFA):** Mrs. Jensen, reported on behalf of the PFA, noting that its fall spirit wear sale will run August 15 to September 7. Spirit and theme lunch volunteer sign-ups will open on the PFA's website in August. The PFA will host a Family Barn Dance on October 3 at Palos West. The PFA Board meeting will be on September 24 at 7:00 p.m. in the Palos East Media Center.
- C. **Foundation.** Mrs. Jensen reported for the Foundation that the Foundation will be attending curriculum nights in September and that directors will be available to answer questions. The Laps for Literature fundraiser for media centers will be held on Friday, September 12 and that flyers will be distributed to the schools.
- D. **Music Parents Association (MPA).** Mrs. Jensen reported that the MPA will hold their first meeting in September.

**8. NEW BUSINESS.**

A. **Ratify the Adoption of 25-26 Fiscal Year Tentative Budget.** A motion was made by Mr. Quinn and seconded by Dr. Baker for the Board to ratify the Adoption of 2025-2026 Fiscal Year Tentative Budget and set a Public Hearing Date for September 9, 2025. The roll call vote was, Aye votes: Mrs. Paris, Mrs. Szafranski, Dr. Baker, Mr. Cox, Mrs. Jensen, Mr. Quinn. Nay votes: None. The motion passed.

B. **Approval of Palos West Parking Lot Bid.** A motion was made by Dr. Baker and seconded by Mr. Cox for the Board to approve the Palos West parking lot bid from Abbey Construction Company for \$1,092, 355. The roll call vote was, Aye votes: Mrs. Paris, Mrs. Szafranski, Dr. Baker, Mr. Cox, Mrs. Jensen, Mr. Quinn. Nay votes: None. The motion passed.

**9. Unfinished Business.** A motion was made by Mr. Cox and seconded by Mrs. Szafranski for the Board to approve a second reading of PRESS Update 118: Policies: 2:260 Uniform Grievance; 2:265 Title IX Grievance Procedure; 5:10 Equal Employment Opportunity and Minority Recruitment; 5:20 Workplace Harassment Prohibited; 7:10 Equal Educational Opportunities; 7:20 Harassment of Student Prohibited; 7:180 Prevention of and Response to Bullying, Intimidation, and Harassment; 4:15 Identity Protection; 4:80 Accounting and Audits; 5:100 Staff Development Program; 6:150 Home and Hospital Instruction; 6:235 Access to Electronic Networks; 7:60 Residence; 7:70 Attendance and Truancy; 7:190 Student Behavior; 7:200 Suspension Procedures & 7:210 Expulsion Procedure; 7:250 Student Support Services; 7:255 Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Abuse-NEW; 7:270 Administering Medicines to Students; 5:60 Expenses; 7:310 School Sponsored Publications and Websites; Elementary Schools; 7:340 Student Records; 7:185 Teen Dating Violence Prohibited. The roll call vote was, Aye votes: Mrs. Paris, Mrs. Szafranski, Dr. Baker, Mr. Cox, Mrs. Jensen, Mr. Quinn. Nay votes: None. The motion passed.

**10. SECRETARY'S REPORT.**

A. **Correspondence received.** Mrs. Szafranski reported that the District received Freedom of Information Act (FOIA) requests from Smart Procure, Public Info Access, and Data Bid and that all requests have been completed.

B. **Correspondence sent.** Mrs. Szafranski reported that there had been no correspondence sent by the Board of Education.

**11. CONSENT AGENDA.** A motion was made by Mrs. Jensen and seconded by Mr. Quinn that the Board of Education approve the following agenda items 11-A through 11-E under a consent agenda:

A. Approval of Appointment of IMRF Designated Agent

B. Approval of Personnel Report A-Certified Staff-Employment: Kayla Federici, Speech Language Pathologist, East; Brianna Tejack, 5th Grade Teacher, West; Stephanie Bukas, K-1 Special Education, West; Resignation: Amanda Schuller, Music/Social Studies/Executive Functioning Teacher, South Retirement: Jennifer Tiernan, 2nd Grade Teacher, West

- C. Approval of Personnel Report B-Classified Staff-Employment: Patricia Baker, Payroll and Benefits Coordinator, Central; Kendall Meyer, Paraprofessional, East; Iwona Gul, Paraprofessional, East; Paula Murphy, Paraprofessional, South; Amy Kaczor, Building Secretary, South, Anthony McClennon, Custodian, West; Joseph Damico, Custodian, West; Brianna Vargas, Nurse, East; Alicia Guerrero, Full-Time Playground, West; Julissa Lopez, Full-Time Playground, East; Anne Johnson, Full-Time Playground, East; Olena Vynnyk, Part-Time Playground, West; Resignation: Derrick Blakes, Bus Driver, Transportation; Ana Palacios, Building Secretary, South; April Palmer, Payroll and Benefits Coordinator, Central; Laurie Murphy, Paraprofessional, South; Tiara Spain, Paraprofessional, South
- D. Approval of Regular Meeting Minutes dated June 10, 2025, and Special Meeting Minutes dated July 8, 2025, and August 5, 2025.
- E. Approval Payment of Bills Payable and Payrolls: Aggregate Total: \$8,519,088.12

The roll call vote was, Aye votes: Mrs. Paris, Mrs. Szafranski, Dr. Baker, Mr. Cox, Mrs. Jensen, Mr. Quinn. Nay votes: None. The motion passed.

**12. PUBLIC COMMENT (NON-AGENDA ITEMS.)** None

**13. CLOSED SESSION.** A motion was made by Mrs. Szafranski and seconded by Dr. Baker for the Board of Education to go into closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity and the placement of individual students in special education programs and other matters relating to individual students. The roll call vote was, Aye votes: Mrs. Paris, Mrs. Szafranski, Dr. Baker, Mr. Cox, Mrs. Jensen, Mr. Quinn. Nay votes: None. The motion passed and the Board went into closed session at 6:19 p.m.

**14. ADJOURNMENT.** A motion was made by Mrs. Jensen and seconded by Mrs. Szafranski that the Board of Education adjourn the meeting. The roll call vote was, Aye votes: Mrs. Paris, Mrs. Szafranski, Dr. Baker, Mr. Cox, Mrs. Jensen, Mr. Quinn. Nay votes: None. The motion passed and the Board adjourned at 6:31 p.m.

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 President, Board of Education

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 Secretary, Board of Education