



## **CASS SCHOOL DISTRICT 63**

8502 Bailey Road • Darien, Illinois 60561-5333

# **Board of Education Meeting Minutes**

**Tuesday, December 16, 2025**

Minutes of the Meeting of the Board of Education of Cass School District 63, DuPage County, Illinois; held at Cass Junior High School at 7:00 P.M. on the 16<sup>th</sup> Day of December, 2025.

### **I. Welcome and Call to Order**

The meeting was called to order at 7:00 p.m.

#### **A. Pledge of Allegiance**

#### **B. Roll Call**

Upon roll being called, the following members answered present: President Lana Johnson, Vice President Rinku Patel, Secretary Urszula Tanouye and Members Chris Green, Fiyaz Khan, Katie Marinelli, and Steve Wyent.

Also in attendance: Superintendent Mark R. Cross, Principal Christine Marcinkewicz, Principal Katie Doyle, and Board Recording Secretary Gayle Wilson

#### **C. Recognition of Audience, Announcements and Correspondence**

President Johnson welcomed everyone in attendance and introduced Dr. Travis McGuire who the Board will approve later in the meeting to be the next Superintendent. Dr. McGuire expressed his excitement to begin the role and introduced his wife and son who were at the meeting with him.

Mrs. Johnson also noted that the Board received FOIA requests from Judiciocracy and CT Mills.

#### **D. Student and Staff Spotlight and Recognition**

Mr. Cross recognized Concord permanent substitute teacher Sally Oakes who was recognized by colleagues for her kindness, initiative, and dedication. Additionally, he recognized Administrative Assistant Gayle Wilson and Director of Fiscal Services Deb Dolehide for their combined 43 years of service to the District, and their great work on behalf of our students, staff, and Board.



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#### **E. Public Comments**

There were no public comments.

#### **II. Consent Agenda**

- A.** Approval of the December 16, 2025 Regular Meeting Agenda
- B.** Approval of the November 18, 2025 Regular Meeting Minutes
- C.** Approval of the November 18, 2025 Closed Meeting Minutes
- D.** Approval of Personnel Recommendations
- E.** Approval of Monthly Financial Reports
- F.** Approval of the District Bills

Mr. Cross reviewed the consent agenda, announcing the personnel recommendations to hire Superintendent Dr. Travis McGuire effective July 1, 2026 and Cass Junior High teacher assistant Colette Kaufmann effective January 5, 2026, and to accept the resignations of speech pathologist Sharon Chacko and STEAM teacher Kelly Henrikson effective December 19, 2025, Concord social worker Dana Flutman effective January 6, 2026, and his own retirement effective June 30, 2026.

*Member Marinelli moved and Member Khan seconded a motion to approve the Consent Agenda.*

*Roll Call Vote – Aye: Member Marinelli, Member Khan, Member Green, Member Wyent, Secretary Tanouye, Vice President Patel, and President Johnson. Nay: None. Motion carried 7 to 0.*

#### **III. Reports, Updates and Informational Items**

##### **A. Administrative Reports**

Principals Christine Marcinkewicz and Katie Doyle gave overviews of the events leading up to the holidays in their respective schools.

Mr. Cross invited the Board to the upcoming IASB dinner meeting on February 3 and shared that Urszula Tanouye won \$500 at the Joint Annual Conference Healy Bender Patton & Been event at the Joint Annual Conference. The plan is for these funds to go toward a buddy bench at Concord this spring.



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#### **B. Presentation of 2025 School Report Cards**

Mr. Cross, Mrs. Marcinkewicz, and Ms. Doyle reviewed the school report card data with the Board. Mr. Cross stated that there will be further review of the both the report card and local assessment data at a future Board meeting.

#### **C. Presentation of the Recommended 2025 Tax Levy**

Mr. Cross reviewed with the Board the 2025 tax levy. The final recommended levy of \$11,678,581 excluding debt service, compared to last year's extension of \$11,216,462 is an increase of 4.12 percent. The final amount of taxes on an individual property could be higher or lower and will depend on any changes in assessment of the individual property, as well as what other taxing bodies levy for taxes.

#### **D. Review of 2025 Joint Annual Conference Information**

Mr. Wyent stated that he attended a session on AI and he felt it helped him to see a more positive side of this technology. Ms. Tanouye reviewed the delegate assembly and members noted other highlights from the conference.

#### **E. First Reading of Recommended Board Policy Updates**

Mr. Cross reviewed the recommended Board policy updates that the Board will be asked to act on at the January 2026 Board meeting. He noted that there are a lot of updates in this round and some of the highlights are changes regarding substitute training, a rewrite of policy 7:150 Agency and Law Enforcement Requests, and requirements for the permanent records of special education students.

#### **F. Update and Discussion Regarding Phase III Facility Planning**

Mr. Cross updated the Board on recent planning with the architects as it relates to planned summer 2026 renovation work. The Board is hoping to complete the replacement of some flooring and lighting at Concord, as well as the parking lot at Cass Junior High. Mr. Cross is working on a potential joint bid for the paving work with the City of Darien and also recommended this project for a \$50,000 matching maintenance grant. Project design will continue with the architects, with the bidding process expected to take place early in 2026.



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#### IV. Recommended Action Items

##### A. Adoption of Resolution for Approval of the 2025 Tax Levy

*Member Wyent moved and Member Marinelli seconded a motion to adopt the resolution for approval of the 2025 tax levy.*

Roll Call Vote – Aye: Member Wyent, Member Marinelli, Member Green, Member Khan, Secretary Tanouye, Vice President Patel, and President Johnson. Nay: None. Motion carried 7 to 0.

##### B. Adoption of Resolution Authorizing a Supplemental Property Tax Levy to Pay the Principal of and Interest on Outstanding Limited Bonds

*Member Wyent moved and Member Green seconded a motion to adopt the Resolution Authorizing a Supplemental Property Tax Levy to Pay the Principal of and Interest on Outstanding Limited Bonds.*

Roll Call Vote – Aye: Member Wyent, Member Green, Member Khan, Member Marinelli, Secretary Tanouye, Vice President Patel, and President Johnson. Nay: None. Motion carried 7 to 0.

##### C. Approval of Superintendent Employment Contract

*Secretary Tanouye moved and Member Khan seconded a motion to approve the 2026-2029 superintendent employment contract for Dr. Travis McGuire, effective July 1, 2026.*

Roll Call Vote – Aye: Secretary Tanouye, Member Khan, Member Green, Member Marinelli, Member Wyent, Vice President Patel, and President Johnson. Nay: None. Motion carried 7 to 0.

##### D. Approval of Superintendent Transition Contract

*Member Khan moved and Secretary Tanouye seconded a motion to approve the 10-day superintendent transition contract for Dr. Travis McGuire.*

Roll Call Vote – Aye: Member Khan, Secretary Tanouye, Member Green, Member Marinelli, Member Wyent, Vice President Patel, and President Johnson. Nay: None. Motion carried 7 to 0.



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#### **E. Approval of Phase II Facility Project Change Orders**

*Member Green moved and Member Marinelli seconded a motion to approve the Phase II facility project change order number five.*

*Roll Call Vote – Aye: Member Green, Member Marinelli, Member Khan, Member Wyent, Secretary Tanouye, Vice President Patel, and President Johnson. Nay: None. Motion carried 7 to 0.*

#### **F. Authorization to Pursue Bidding for Phase III Facility Planning**

*Member Khan moved and Member Green seconded a motion to authorize Superintendent Mark Cross to pursue bidding for Phase III facility plans for the summer of 2026.*

*Roll Call Vote – Aye: Member Khan, Member Green, Member Marinelli, Member Wyent, Secretary Tanouye, Vice President Patel, and President Johnson. Nay: None. Motion carried 7 to 0.*

#### **G. Approval of the School Maintenance Matching Grant Application**

*Member Khan moved and Member Wyent seconded a motion to approve the school maintenance matching grant application as presented.*

*Roll Call Vote – Aye: Member Khan, Member Wyent, Member Green, Member Marinelli, Secretary Tanouye, Vice President Patel, and President Johnson. Nay: None. Motion carried 7 to 0.*

#### **V. Conclusion**

##### **A. Public Comments**

There were no public comments.

##### **B. Board Member Comments**

Rinku Patel expressed his appreciation to the Board for all their hard work and time put in to find the new superintendent.

All Board members extended their congratulations and welcome to Dr. Travis McGuire and his family.



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#### **C. Adjournment**

*Member Wyent moved and Member Green seconded a motion to adjourn this Board of Education Meeting of December 16, 2025 at 8:35 p.m.*

Voice Vote – Aye: Member Wyent, Member Green, Member Khan, Member Marinelli, Secretary Tanouye, Vice President Patel, and President Johnson. Nay: None. Motion carried 7 to 0.

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Lana Johnson, Board of Education President

Attest: \_\_\_\_\_  
Urszula Tanouye, Board of Education Secretary