

**OFFICIAL MINUTES OF THE BOARD OF EDUCATION
MUNDELEIN ELEMENTARY SCHOOL DISTRICT 75**

MINUTES OF THE BOARD OF EDUCATION of Mundelein Elementary School District 75 held on the twenty-fifth day of February 2025, at 6:31 p.m.

MEMBERS OF THE BOARD OF EDUCATION DISTRICT 75:

PRESENT: Kristie Fingerhut, President
Ray Rose, Vice President
Eric Billittier, Secretary
Marcela Duran
Al Hitzke

ABSENT: Georgina Aguirre
Emily Karl

D75 ADMINISTRATORS:

Dr. Kevin Myers, Superintendent
Dr. Sarah Cacciatore, Deputy Superintendent
Cathy Johnson, Assistant Superintendent of Finance and Operations
Shane McCreery, Assistant Superintendent of Human Resources and Legal
Stacey Gorman, Assistant Superintendent of Teaching and Learning
Jill Unger, Director of Teaching and Learning
Cindy Sementa, Student Services Coordinator/School Psychologist
Laura Ehas, Student Services Coordinator/School Psychologist

CALL TO ORDER

Board of Education of Mundelein Elementary School District 75 board members: Billittier, Duran, Fingerhut, Hitzke, and Rose were present for the February 25, 2025, regular board meeting.

All in favor by voice vote: 5-0

CITIZENS' COMMENTS

No citizen comments.

BOE COMMENTS

They also discussed number seven of the standard and principles from school board policy #2:280-E Exhibit, board member code of conduct. Discussion was held on the topic.

DISTRICT 75 REPORT

Job Descriptions

Cathy Johnson, assistant superintendent of finance and operations, reviewed the process to revise the four-job descriptions that included the Director of Finance, Business Office Specialist - Bookkeeping Focus, Business Office Specialist - Auxiliary Services Focus and Business Office Specialist - Accounts Payable Focus. Discussion was held on the topic.

Academic Update

Jill Unger, director of teaching and learning, Cindy Sementa, and Laura Ehas, student services coordinator/school psychologists, shared an academic update that included the STAR360 student growth data and the progress made towards meeting the districts end of year academic growth goals for the 2024-2025 school year. Discussion was held on the topic.

Washington Elementary School Principal

Dr. Sarah Cacciatore, deputy superintendent, reviewed the interview process to hire a new principal for Washington Elementary School. She thanked the group members that participated with the process. Three candidates were selected and interviewed. A final candidate has been recommended for the position. Discussion was held on the topic.

School Emergency Winter Weather Procedures

Dr. Cacciatore shared what processes and procedures are taken when the school district and the surrounding school districts are deciding if and when a school emergency winter weather day will be taken. It was recommended to conduct a survey inquiring what families would want to know. Discussion was held on the topic.

Declaration and Board Agreement Amendment

Dr. Kevin Myers, superintendent, and the board members reviewed the modifications recommended to the declaration. It was recommended to create an appendix that would add the history and dates. Discussion was held on the topic.

COMMITTEE UPDATES

Board Policy

Committee member Fingerhut shared the board members will begin reviewing section six and seven of the board policies at the next scheduled board meeting.

Finance Advisory

Committee members shared they reviewed the upcoming budget and projections.

Shared Services

Committee members reviewed the upcoming relocation of staff members from the West District Office to the East District Office.

Community Outreach

No update.

REPRESENTATIVE UPDATES

STEAM Foundation

Committee member Fingerhut provided an update on the Pizza Throwdown that will be hosted April 2025.

SEDOL

Committee member Billittier shared updates related to the SEDOL budget.

Village Liaison

An update was shared on the Mayor's State of the Village report.

CONSENT AGENDA

It was moved by Board Member Fingerhut, seconded by Board Member Hitzke, that the Board of Education of Mundelein Elementary School District 75 approve the consent agenda of February 25, 2025, which included:

- January 14, 2025, Regular Board Minutes
January 22, 2025, Special Board Minutes
- Bill List
- Annual Renewal List/FOIA

- Financial Report
- Approval of Personnel Report
 - Administration Staff – Employment: Lilli Melamed
 - Classified Staff – Employment: Danielle Day
 - Certified Staff – Employment: Isis Flores
 - Certified Staff – Change In Assignment: Carmen Sanchez
 - Certified Staff – Summer School: Nancy Hanson, Tracy Fuentes
 - Certified Staff – Increase to Pay: Nicole Seibt
 - Confidential (Shared Services) Staff – Increase to Pay: Vittoria Carey, Maggie Gasior, Joanne Logan, Amanda Parola
 - Leave of Absence: Jeny Bueno, Toni Hart
 - Resignations: Tracy Joyce, Valerie Goldstein, Ryan Zak

Upon roll call, the following members voted:

AYE: Board members: Billittier, Duran, Fingerhut, Hitzke, and Rose

NAY: None

BOARD ACTION ITEMS

Approval of Job Descriptions

It was moved by Board Member Fingerhut, seconded by Board Member Rose, that the Board of Education of Mundelein Elementary School District 75 approve the following job descriptions, as presented.

- Director of Finance - NEW
- Business Office Specialist - Bookkeeping Focus - NEW
- Business Office Specialist - Auxiliary Services Focus - NEW
- Business Office Specialist - Accounts Payable Focus - NEW

Upon roll call, the following members voted:

AYE: Board members: Billittier, Duran, Fingerhut, Hitzke, and Rose

NAY: None

Declaration and Board Agreement Amendment

It was moved by Board Member Fingerhut, seconded by Board Member Billittier, that the Board of Education of Mundelein Elementary School District 75 adopt the Declaration and Board Agreement Amendment, as presented.

Upon roll call, the following members voted:

AYE: Board members: Billittier, Duran, Fingerhut, Hitzke, and Rose

NAY: None

Executive Session Minutes

It was moved by Board Member Fingerhut, seconded by Board Member Hitzke, that the Board of Education of Mundelein Elementary School District 75 approve the January 14, 2025, executive session minutes.

Upon roll call, the following members voted:

AYE: Board members: Billittier, Duran, Fingerhut, Hitzke, and Rose

NAY: None

President's Prerogative

Board president Fingerhut reminded board members to submit their Statement of Economic Interest form.

ADJOURNMENT

It was moved by Board Member Fingerhut, seconded by Board Member Hitzke, that the Board of Education of Mundelein Elementary School District 75 board members: Billittier, Duran, Fingerhut, Hitzke, and Rose adjourned the meeting of February 25, 2025, at 7:48 p.m.

Motion approved by voice vote: 5-0.

Respectfully submitted,

KRISTIE FINGERHUT, PRESIDENT
DISTRICT 75, BOARD OF EDUCATION

ERIC BILLITTIER, SECRETARY
DISTRICT 75, BOARD OF EDUCATION