

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

SPECIAL BOARD MEETING MINUTES OF THE BOARD OF EDUCATION of Mundelein Elementary School District 75 held on eighteenth day of July 2023, at 6:32 p.m.

MEMBERS OF THE BOARD OF EDUCATION PRESENT:

PRESENT: Kristie Fingerhut, President
Eric Billittier, Secretary
Georgina Aguirre
Emily Karl

ABSENT: Ray Rose, Vice President
Al Hitzke

ADMINISTRATORS:

Dr. Kevin Myers, Superintendent
Sarah Cacciatore, Deputy Superintendent
Cathy Johnson, Assistant Superintendent of Finance and Operations
Shane McCreery, Assistant Superintendent of Human Resources and Legal
Peter Gill, Director of Public Relations

CALL TO ORDER

Board of Education of Mundelein Elementary School District 75 board members: Aguirre, Billittier, Fingerhut and Karl were present for the July 18, 2023 special board meeting.

All in favor by voice vote: 4-0

CITIZENS' COMMENTS

No citizen comments.

Appointment for School Board Vacancy

It was moved by Board member Fingerhut, seconded by Board member Billittier, that the Board of Education of Mundelein Elementary School District 75 appoint Marcela Duran, as a member of the Board of Education of Mundelein Elementary School District 75 to replace Freddy Gallegos who resigned effective May 23, 2023. Marcela Duran term as a Board of Education member will expire in May 2025, when the newly elected member of the Board of Education will be seated.

Upon roll call, the following members voted:

AYE: Board members: Aguirre, Billittier, Fingerhut and Karl

NAY: None

Administration of the Oath of Office

Shane McCreery, assistant superintendent of human resources and legal, administered the oath of office to board member Marcela Duran.

July 18, 2023**BOE COMMENTS**

Board members discussed number one 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**Adult Meal Pricing**

Cathy Johnson, assistant superintendent of finance and operations, shared the USDA Food and Nutrition Service requirements. The district is recommending to adopt the adult meal breakfast rate of \$1.95 for and the adult meal lunch rate of \$3.69 for FY24. Discussion was held on the topic

Special Education Transportation Bid

Ms. Johnson reviewed the recommendation on the bid for special transportation services that will be conducted by Mundelein High School District 120. District 75 recommended that the lowest bidder, CitiCare Transportation be approved. Discussion was held on the topic

Approval of Job Description(s)

Shane McCreery, assistant superintendent of human resources and legal, reviewed and discussed the job descriptions listed:

- Shared-Service Senior Executive Assistant to the Superintendent (title change)
- Shared-Service Assistant Superintendent of Teaching & Learning (updated)
- Shared-Service Assistant Superintendent of Student Services (updated)
- Shared-Service Assistant Superintendent of Human Resources & Legal (updated)
- Shared-Service Director of Human Resources (new)
- Shared-Service Staff Benefits Coordinator (new)
- Shared-Service Head of Security & Events (updated)
- Shared-Service Assistant Superintendent of Finance & Operations (updated)
- Shared-Service Chief Financial Officer (new)
- Shared-Service Accounting Manager (new)
- Shared-Service Business Office Specialist (new)
- Shared-Service Executive Assistant to the Assistant Superintendent of Finance and Operations (new)
- Shared-Service Director of Public Information (updated)
- Shared-Service Chief Information Officer (updated)
- Shared-Service Director of Curriculum Grades 6th - 12th (new)
- District 75 Director of Teaching & Learning Pre-K - 5th Grade (new)
- District 75 Director of Facilities, Maintenance, and Construction (updated)
- Shared-Service Executive Assistant to the Directors of Facilities, Maintenance, and Construction (new)

PRESS Policy #112. First Reading

Dr. Myers and Committee member Fingerhut reviewed that the following policies were presented by IASB's full maintenance policy update service, PRESS Plus. This service provides our District policies with changes IASB is recommending indicated by underlining and strikethroughs. Suggested additions are underlined and suggested deletions are struck through. New policies are indicated as such, as are deleted policies. Various options in language may be indicated as well. A second and final reading will be presented to the board at the next board meeting.

July 18, 2023**COMMITTEE and REPRESENTATIVE APPOINTMENTS****Board Policy**

Committee member Fingerhut reviewed that beginning July 2023 the board will proceed with reviewing board policies by sections. The recommended edits will be documented for future use.

Finance Advisory

No report.

Shared Services

Committee members shared the committee meeting is August 16, 2023.

Community Outreach/Village Liaison

Committee member Fingerhut reviewed the committee's options that new board member Duran can participate in.

STEAM Foundation

Committee member Fingerhut shared the STEAM foundation activities.

SEDOL

Committee member Billittier shared an update from the SEDOL meeting.

Village Liaison

No updates.

CONSENT AGENDA

It was moved by Board Member Fingerhut, seconded by Board Member Karl, that the Board of Education of Mundelein Elementary School District 75 approve the consent agenda of July 18, 2023, which included:

- June 20, 2023, Regular Board Meeting Minutes
- June 20, 2023, Public Hearing Meeting Minutes
- July 13, 2023 Special Board Meeting Minutes
- Bill List
- Annual Renewal List/FOIA Request(s)
- Treasurer's Report
- Approval of Personnel Report
- Certified Staff - Employment: Randy Kempton
- Classified Staff - Employment: Tina Gilbert, Kathy Gouzoules
- Change in Assignment: Benjamin Brei, Maggie Gasior, Tim Montano, Benjamin Lynch
- Rescind Employment: Adam Wiesen
- Resignations: Todd Katz, Kari Darnall, Evelyn Chavez, Nick Gaona, Bertha Rosiles, Sara Nix, Juliann Lucansky

Upon roll call, the following members voted:

AYE: Board members: Aguirre, Billittier, Fingerhut, Karl

NAY: None

ABS: Board member: Duran

July 18, 2023**BOARD ACTION ITEMS****Adult Meal Pricing**

It was moved by Board Member Fingerhut, seconded by Board Member Karl, that the Board of Education of Mundelein Elementary School District 75 adopt the adult meal breakfast rate of \$1.95 for and the adult meal lunch rate of \$3.69 for FY24 as presented.

Upon roll call, the following members voted:

AYE: Board members: Aguirre, Billittier, Fingerhut, Karl

NAY: None

ABS: Board member: Duran

Special Education Transportation Bid

It was moved by Board Member Fingerhut, seconded by Board Member Billittier, that the Board of Education of Mundelein Elementary School District 75 approve the bid for specialized transportation services to CitiCare Transportation as presented.

Upon roll call, the following members voted:

AYE: Board members: Aguirre, Billittier, Fingerhut, Karl

NAY: None

ABS: Board member: Duran

Approval of Job Description(s)

It was moved by Board Member Fingerhut, seconded by Board Member Aguirre, that the Board of Education of Mundelein Elementary School District 75 approve the following job description(s) as presented.

- Shared-Service Assistant Superintendent of Student Services (updated)
- Shared-Service Assistant Superintendent of Teaching & Learning (updated)
- Shared-Service Director of Public Relations (updated)
- Shared-Service Grants & Medicaid Coordinator (updated)
- Shared-Service Chief Information Officer (updated)
- Shared-Service Head of Security (updated)
- Director of Facilities and Maintenance (updated)
- Senior Executive Assistant to the Superintendent (title change)
- Shared-Service Executive Assistant to the Directors of Facilities, Maintenance, and Construction (new)
- Shared-Service Deputy Superintendent (new)
- Shared-Service Assistant Superintendent of Human Resources & Legal (new)
- Shared-Service Assistant Superintendent of Finance & Operations (new)
- Director of Elementary Curriculum (Pre-K - 5th) (new)
- Shared-Service Director of Secondary Curriculum (6th - 12th) (new)
- Shared-Service Director of Human Resources (new)
- Shared-Service Staff Benefits Coordinator (new)
- Shared-Service Director of Finance (new)
- Shared-Service Accounts Payable Coordinator (new)
- Shared-Service Accounts Payable Clerk (new)

Upon roll call, the following members voted:

AYE: Board members: Aguirre, Billittier, Fingerhut, Karl

NAY: None

ABS: Board member: Duran

President's Prerogative

The board members welcomed the new board member, Marcela Duran.

ADJOURNMENT

Board of Education of Mundelein Elementary School District 75 board members: Aguirre, Billittier, Duran, Fingerhut and Karl adjourned the meeting of July 18, 2023 at 7:15 p.m.

Motion approved by voice vote: 4-0.

Respectfully submitted,

KRISTIE FINGERHUT, PRESIDENT
DISTRICT 75, BOARD OF EDUCATION

ERIC BILLITTIER, SECRETARY
DISTRICT 75, BOARD OF EDUCATION

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