

**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 twentieth day of June 2023, at 7:26 p.m.

MEMBERS OF THE BOARD OF EDUCATION PRESENT:

PRESENT: Kristie Fingerhut, President
Ray Rose, Vice President
Eric Billittier, Secretary
Georgina Aguirre
Al Hitzke

ABSENT: Emily Karl

D75 ADMINISTRATORS:

Dr. Kevin Myers, Superintendent
Sarah Cacciatore, Assistant Superintendent of Teaching and Learning
Jamie DiCarlo, Assistant Superintendent of Student Services
Shane McCreery, Chief of Staff
T. Rancak, Chief School Business Official
Peter Gill, Director of Public Information
Cindy Sementa, Student Services Coordinator
Laura Ehas, Student Services Coordinator

CALL TO ORDER

Board of Education of Mundelein Elementary School District 75 board members: Aguirre, Billittier, Fingerhut, Hitzke and Rose were present for the June 20, 2023 regular board meeting.

All in favor by voice vote: 5-0

CITIZENS' COMMENTS

No citizen comments.

BOE COMMENTS

Board members discussed number eleven and twelve 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

FY23 Resolution Waiving the Limitation of Administrative Costs

T. Rancak, chief school business official, reviewed the recommendation to approve the FY23 resolution waiving the limitation of administrative costs. The designation allows the District to hold a public hearing and adopt a waiver resolution that will keep the District in compliance for FY23.

Intergovernmental Agreement Between the Illinois Department of Healthcare and Family Services and Mundelein Elementary School District 75

Ms. Rancak reviewed the recommendation for the Intergovernmental Agreement between the Illinois Department of Healthcare and Family Services and Mundelein Elementary School District 75. Discussion was held on the topic.

Evening Custodial Services Bid

Ms. Rancak reviewed the recommendation to award the bid for the evening custodial services to GSF-USA. Discussion was held on the topic.

End of Year Review

Cindy Sementa and Laura Ehas, student services coordinators, reviewed the progress that students have made in the academic district goals. They shared the strengths and targeted improvements in the areas of literacy and math for all of our students. Discussion was held on the topic.

Approval of Job Descriptions

Shane McCreery, chief of staff, reviewed the two new job descriptions: facilities electrical maintenance manager and facilities mechanical maintenance manager. Discussion was held on the topic.

Declaration and Board Agreements, Second and Final Reading

Dr. Myers, superintendent, reviewed the declaration and board agreements. He also reviewed the Shared Services Model goals and savings to the district. Discussion was held on the topic.

2023-2024 Board Meeting Topics

Dr. Myers reviewed the recommendation for the 2023-2024 academic topics. He shared that the topics are subject to change if the board members request information on another topic.

Organizational Chart Update

Dr. Myers reviewed the organizational chart recommendation. Board members shared their support and concerns with the proposed organizational changes. They recommended that the shared services committee begin the process of reviewing the superintendent's contract. Discussion was held on the topic.

Superintendent Evaluation Process

The board members discussion the superintendent's evaluation process and timeline. They agreed to present the evaluation at the August board meeting.

Intent to Purchase SEDOL Property

Dr. Myers shared the business office is managing the recommendation to purchase the SEDOL building located at 330 N Ridgemoor Ave, Mundelein, IL. Discussion was held on the topic.

Estimated Expense Approval – 2023 IASB Joint Annual Conference

Dr. Myers reviewed the recommendation to approve the estimated cost for seven board members, to attend the IASB Annual Joint Conference in Chicago. Additionally, two board members will also attend a pre-conference session for the sessions.

Cancel Regular Board Meeting

Dr. Myers reviewed the recommendation to cancel the regularly scheduled board meeting for July 25, 2023. The last day to appoint a new school board member must be completed by July 21, 2023.

Recommendation for Two (2) Special Board Meetings

Dr. Myers reviewed the recommendation for the BOE to consider hold two special board meeting. The purpose of the July 13, 2023 meeting will be to review school board candidate resumes. Additionally, a special board meeting is recommended for July 18, 2023 beginning at 6:30 p.m. The meeting will also include the appointment of a new school board member. Discussion was held on the topic.

COMMITTEE and REPRESENTATIVE APPOINTMENTS

Board Policy

Committee member Fingerhut shared the recommendation to review the board policy in twenty sections. A calendar will be reviewed at the next regularly scheduled board meeting.

Finance Advisory

Committee member Rose shared the next meeting will be October 2023.

Shared Services

No update.

Community Outreach

No update.

STEAM Foundation

Committee member Fingerhut shared the many activities that the STEAM foundation has organized. She also shared the STEAM president is retiring.

SEDOL

Committee member Billittier shared that SEDOL reviewed their budget, staffing and the sale of a building.

Village Liaison

No update.

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 June 20, 2023, which included:

- May 23, 2023 Regular Board Meeting Minutes
- May 23, 2023 Public Hearing Meeting Minutes
- Bill List
- Annual Renewal List/FOIA Request(s)
- Approval of Personnel Report
- Certified Staff - Employment: Adam Wiesen, Analucia Tenorio, Mercedes Cruz, Heather Williams
- Classified Staff - Employment: Heriberto Mejias, Gloria Mendoza, Daniel Gruskovak, Ivan Rodriguez, Sandra Stanton
- Change in Assignment: Tyler Winkelman
- Resignation: Ashley Rehling, Matt Brown, Carolina Antunez, Rita Reynoso, Lisa Katzenberger
- Termination: Raquel Perez

Upon roll call, the following members voted:

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

NAY: None

BOARD ACTION ITEMS

FY23 Resolution Waiving the Limitation of Administrative Costs

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 FY23 Resolution Waiving the Limitation of Administrative Costs as presented.

Upon roll call, the following members voted:

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

NAY: None

Intergovernmental Agreement Between the Illinois Department of Healthcare and Family Services and Mundelein Elementary School District 75

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 Intergovernmental Agreement between the Illinois Department of Healthcare and Family Services and Mundelein Elementary School District 75 as presented.

Upon roll call, the following members voted:

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

NAY: None

Evening Custodial Services Bid

It was moved by Board Member Fingerhut, seconded by Board Member Rose, that the Board of Education of Mundelein Elementary School District 75 accept the bid from GFS-USA in the amount of \$508,746 for the Evening Custodial Services.

Upon roll call, the following members voted:

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

NAY: None

Approval of Job Descriptions

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 following job description(s) as presented.

- Facilities Electrical Maintenance Manager (new)
- Facilities Mechanical Maintenance Manager (new)

Upon roll call, the following members voted:

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

NAY: None

Declaration and Board Agreements, Second and Final Reading

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 Shared Services declaration and board agreements as presented.

Upon roll call, the following members voted:

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

NAY: None

Organizational Chart Update

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 organizational chart as presented.

Upon roll call, the following members voted:

AYE: Board members: Aguirre, Fingerhut, Hitzke and Rose

NAY: Board members: Billittier

Resolution Authorizing Purchase of Property

It was moved by Board Member Fingerhut, seconded by Board Member Hitzke, that the Board of Education of Mundelein Elementary School District 75 adopt the Resolution Authorizing the Purchase of Property at 330 North Ridgemoor Ave, Mundelein Illinois.

Upon roll call, the following members voted:

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

NAY: None

Estimated Expense Approval – 2023 IASB Joint Annual Conf.

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 estimated total cost seven board members to attend the 2023 Joint Annual Conference and two board members to attend pre-conference sessions for approximately \$5,883, excluding mileage expense.

Upon roll call, the following members voted:

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

NAY: None

Cancel Regular Board Meeting

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 cancellation of the regularly scheduled board meeting for July 25, 2023.

Upon roll call, the following members voted:

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

NAY: None

Two Special Board Meetings

It was moved by Board Member Fingerhut, seconded by Board Member Billittier, that the Board of Education of Mundelein Elementary School District 75 approve two Special Board meetings, on Thursday, July 13, 2023 at 5:00 pm and Tuesday, July 18, 2023 at 6:30 pm, at the East District Office.

Upon roll call, the following members voted:

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

NAY: None

EXECUTIVE SESSION

It was moved by Board Member Fingerhut, seconded by Board Member Hitzke, that the Board adjourn for the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity, 5 ILCS 120/2(c)(1)

Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(21)

OPEN SESSION

The Board reconvened to Open Session at 9:47 p.m.

CALL TO ORDER

Board of Education of Mundelein Elementary School District 75 board members: Aguirre, Billittier, Fingerhut, Hitzke and Rose were present for the June 20, 2023 regular board meeting.

All in favor by voice vote: 5-0

ACTION

Executive Session Minutes

It was moved by Board Member Fingerhut, seconded by Board Member Rose, that the Board of Education of Mundelein Elementary School District 75 accept the Superintendent's recommendation to approve the executive session minutes for May 23, 2023.

Upon roll call, the following members voted:

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

NAY: None

President's Prerogative

Board president Fingerhut inquired how the board would like to self-evaluate the board meetings. Board members also inquired when the next IASB Board Governance review meeting will be scheduled.

ADJOURNMENT

The Board of Education of Mundelein Elementary School District 75 board members: Aguirre, Billittier, Fingerhut, Hitzke and Rose adjourned the meeting of June 20, 2023 at 10:04 p.m.

Motion approved by voice vote: 5-0.

Respectfully submitted,

KRISTIE FINGERHUT, PRESIDENT
DISTRICT 75, BOARD OF EDUCATION

ERIC BILLIETTIER, SECRETARY
DISTRICT 75, BOARD OF EDUCATION