

**Board of Education  
School District No. 155  
Calumet City, Illinois**

**Page 1443  
May 16, 2019**

**Regular Meeting of the Board of Education**

The Regular Meeting of the Board of Education of the Calumet City School District No. 155 was called to order by President Davis at 6:30 p.m. On the Roll, the following members were physically present and answered present; Davis, Stern, Oberman, Long, Franklin, Rising, and Miller.

Also present were: Charlie Russ, Brenda O'Connor, Clare Magalski, Tara Lawrence, Kathy Wetzig, Jeanelle Smith, Colleen Kolasa, Valerie Wilhoite, and Norma Doyle.

President Davis led the Pledge of Allegiance.

**Student Acknowledgement**

Dr. Zotto introduced Jeanelle Smith, Case Manager at District 155. Jeanelle highlighted a student of the month and discussed the student's personal growth in responsibility, respect, and leadership. The student was not in attendance so Jeanelle presented the student's Assistant Principal, Charlie Russ, with a certificate of recognition.

**Public Comment**

Moved by Member Miller, seconded by Member Oberman, a motion that the Board open the floor to the public for comments. Miller, aye; Rising, aye; Franklin, aye; Long, aye; Oberman, aye; Stern, aye; Davis, aye. Motion carried, 7-0.

There were no members of the public that wished to comment.

Moved by Member Long, seconded by Member Oberman, a motion that the Board close the floor to the public for comments. Miller, aye; Rising, aye; Franklin, aye; Long, aye; Oberman, aye; Stern, aye; Davis, aye. Motion carried, 7-0.

**Communications**

Member Oberman read the communications below:

- Thank you letter for the Teacher Appreciation gifts from Kristine Cochrane
- Retirement letters from Kristine Cochrane, Sheila Macklin-Jones
- Resignation letter from Debra Lee-Williams

**Consent Agenda**

Moved by Member Miller, seconded by Member Long, a motion to approve the consent agenda items as listed in the Meeting Agenda.

- a. Board Minutes for the Open and Executive Session of the April 18, 2019 Regular Meeting and Board Minutes for the Open Session of the April 25, 2019 Special Meeting.
- b. Retirement letter from Kristine Cochrane, effective at the end of the 2023-2024 school year.
- c. Retirement letter from Sheila Macklin-Jones, effective after the 2022-2023 school year
- d. Resignation letter from Debra Lee-Williams, effective 06/28/2019
- e. FMLA leave requests for Kimberly McGhee, Cynthia Kudla, Nicholas Ewers, Imelda Carrasco, and Toya Cook.
- f. Finalize FY19 Calendar with a last day of June 6, 2019
- g. Job Descriptions for Assistant Principal, Principal, Case Manager, Director of Student Services

Miller, aye; Rising, aye; Franklin, aye; Long, aye; Oberman, aye; Stern, aye; Davis, aye. Motion carried, 7-0.

**Finance**

Moved by Member Rising, seconded by Member Stern, a Motion to Approve the gross payroll figure for the month of April 2019 in the amount of \$631,311.43. Miller, aye; Rising, aye; Franklin, aye; Long, aye; Oberman, aye; Stern, aye; Davis, aye. Motion carried, 7-0.

Moved by Member Long, seconded by Member Oberman, a Motion to Approve the following pre-list of invoices and authorize the Board President and Secretary to sign the appropriate documents:

1. Pre-list dated 04/30/2019 (Voucher # 1235) in the amount of \$11,025.47.
2. Pre-list dated 05/16/2019 (Voucher # 1248) in the amount of \$665,238.39.
3. Pre-list dated 04/17/2019 (Voucher # 1232) in the amount of \$16,634.38.

Miller, aye; Rising, aye; Franklin, aye; Long, aye; Oberman, aye; Stern, aye; Davis, aye. Motion carried, 7-0.

Moved by Member Miller, seconded by Member Oberman, a Motion to Approve and Adopt the Attendance Boundaries and Transportation Guidelines for FY20. Miller, aye; Rising, aye; Franklin, aye; Long, aye; Oberman, aye; Stern, aye; Davis, aye. Motion carried, 7-0.

Moved by Member Miller, seconded by Member Oberman, a Motion to Approve and Adopt the Vehicular Hazard Approval Resolution for FY20. Miller, aye; Rising, aye; Franklin, aye; Long, aye; Oberman, aye; Stern, aye; Davis, aye. Motion carried, 7-0.

Moved by Member Franklin, seconded by Member Oberman, a Motion to Approve the FY20 Contract with Kickert School Bus Line, Inc.

A question was raised as to whether these services needed to be bid on and Dr. Zotto explained that they were not required to be bid on per the transportation statute.

Miller, aye; Rising, aye; Franklin, aye; Long, aye; Oberman, aye; Stern, aye; Davis, aye. Motion carried, 7-0.

Moved by Member Stern, seconded by Member Oberman, a Motion to Approve FY20 Contract for School Therapy Services with Omni Therapeutics, Inc. Miller, aye; Rising, aye; Franklin, aye; Long, aye; Oberman, aye; Stern, aye; Davis, aye. Motion carried, 7-0.

Moved by Member Miller, seconded by Member Oberman, a Motion to Approve the Educational Institution Staffing Agreement with Maxim Healthcare Services, Inc. Miller, aye; Rising, aye; Franklin, aye; Long, aye; Oberman, aye; Stern, aye; Davis, aye. Motion carried, 7-0.

Moved by Member Miller, seconded by Member Stern, a Motion to Approve Contract for Website, CMS, and Hosting with SchoolPointe, Inc. Miller, aye; Rising, aye; Franklin, aye; Long, aye; Oberman, aye; Stern, aye; Davis, aye. Motion carried, 7-0.

Dr. Zotto advised the Board that this should allow a better opportunity to communicate with all stakeholders. He also advised that the current provider tried to take the active website offline and it was moved to a static site.

Moved by Member Miller, seconded by member Oberman, a Motion to Approve the Classroom Lease Agreement for FY20 with Exceptional Children Have Opportunities (ECHO).

Member Miller inquired about the different figures presented in the Board packet. Dr. Zotto discussed the appendix and contract as a whole. Miller, aye; Rising, aye; Franklin, aye; Long, aye; Oberman, aye; Stern, aye; Davis, aye. Motion carried, 7-0.

Moved by Member Miller, seconded by Member Oberman, a Motion to Approve Member Sterns NSBA Conference expenses as follows: Food, \$279.43; Mileage, \$65.66; Flights, \$273.96; Taxis, \$29.05. Total Amount of \$648.10. The total advancement approved and received was \$1027.92. The amount owed to the District is \$379.82.

A conversation took place regarding classes taken, literature received, actions on the literature since the conference, and expense advances. Dr. Zotto discussed the policy surrounding expense advances and advised the Board to become familiar with the policy.

Miller, abstain; Rising, aye; Franklin, aye; Long, aye; Oberman, aye; Stern, aye; Davis, aye. Motion carried, 6-0-1.

The student that was recognized earlier in the meeting arrived and was presented with the certificate of recognition by Jeanelle Smith. The student took pictures with family and staff.

### **Buildings and Grounds**

Member Stern turned the floor over to Mary Valle, Director of Buildings and Grounds. Mary discussed the award that was received last month from South Cook Intermediate Service Center and not having any markups on the inspections. She also mentioned that the state Fire Marshal came and inspected all three buildings and there were no write-ups given.

**Teachers and Education**

Moved by Member Franklin, seconded by member Long, a Motion that the Board Approve a one year FY20 Contract for the 1st, 2nd, 3rd, and 4th year teachers as listed:

- a. Thomas Hansen, Health, WJH
- b. Natalie Missaggia, 7th Grade LD Resource, WJH
- c. Raina Lawler, Girls Physical Education, WJH
- d. Corey Kelly, Physical Education, WW
- e. Genna Wrobel, 4th Grade, WW
- f. Tyesha Carter, 2nd Grade, WW
- g. Lori Stage, LD Resource (K, 1, 2), WW
- h. Christopher Pfeifer, 7th Grade Language Arts, WJH
- i. Daniel Fleming, 7th Grade Math, WJH
- j. Rachel Montoya, 5th Grade, WIS
- k. Georgia Lolis, 3rd Grade, WIS
- l. Danielle Doll, 5th Grade, WIS
- m. Sharon Morgan, 1st Grade, WW
- n. Christopher Nicholson, Boys Physical Education, WJH
- o. Ronald Pierre-Pierre, 6th Grade Math, WJH

Miller, aye; Rising, aye; Franklin, aye; Long, aye; Oberman, aye; Stern, aye; Davis, aye. Motion carried, 7-0.

Moved by Member Miller, seconded by Member Oberman, a Motion the the Board employ Jasmin Sanchez Meraz, Building Secretary at Woodrow Wilson Elementary, for the 2018-2019 School Year pending receipt of the required documents which include the Illinois State Background Investigation Report and place her on the appropriate entry level pay. Miller, aye; Rising, aye; Franklin, aye; Long, aye; Oberman, aye; Stern, aye; Davis, aye. Motion carried, 7-0.

Member Rising read the enrollment total of 1,119 students. It was asked whether this was up or down from last year and Dr. Zotto advised that it was consistent.

**Policy**

Moved by Member Miller, seconded by Member Oberman, a Motion that the Board approve the first reading of the proposed 2019-2020 Parent/Student Handbook. Miller, aye; Rising, aye; Franklin, aye; Long, aye; Oberman, aye; Stern, aye; Davis, aye. Motion carried, 7-0.

Moved by Member Stern, seconded by Member Oberman, a Motion that the Board approve the second reading and adoption of the following policies as listed in the meeting agenda:

<b>Policy Number</b>	<b>Policy Title</b>
2:20	Powers and Duties of the School Board; Indemnification
2:170 - AP	Administrative Procedure - Qualification Based Selection
2:250-E1	Exhibit - Written Request for District Public Records
2:250-E2	Exhibit - Immediately Available District Public Records and Web-Posted Reports and Records
4:60-E	Exhibit - Notice to Contractors
4:100	Insurance Management
4:110	Transportation
4:110-AP1	Administrative Procedure - School Bus Post-Accident Checklist
4:110-AP3	Administrative Procedure - School Bus Safety Rules
4:110-E	Exhibit - Emergency Medical Information for Students Having Special Needs or Medical Conditions Who Ride School Buses
4:150	Facility Management and Building Programs
4:160-AP	Administrative Procedure - Environmental Quality of Buildings and Grounds
4:170-AP2, E1	Exhibit - Letter to Parents/Guardians Regarding Student Safety
4:170-AP2, E2	Exhibit - Letter to Parents/Guardians Regarding the Dangers of Underage Drinking
4:170-AP2, E3	Exhibit - Letter to Parents/Guardians About Disruptive Social Media Apps; Dangers
4:170-AP2, E4	Exhibit - Letter to Parents/Guardians About Preventing and Reducing Incidences of Sexting
4:170-AP6	Administrative Procedure - Plan for Responding to a Medical Emergency at a Physical Fitness Facility with an AED
4:170-AP6, E2	Exhibit - Notification to Staff and Parents/Guardians of CPR and AED Video
4:170-AP7	<i>REPLACED BY 4:190-AP1: Targeted School Violence Prevention Program</i>
4:170-AP7, E1	<i>DELETED: Threat Assessment Decision Tree</i>
4:170-AP7, E2	<i>DELETED: Threat Assessment Documentation and Response</i>
4:170-AP7, E3	<i>REPLACED BY 4:190-AP2, E6: Targeted School Violence Prevention and Threat Assessment Education</i>
4:170-AP8	Administrative Procedure - Movable Soccer Goal Safety
4:175-AP1, E1	Exhibit - Informing Parents/Guardians About Offender Community Notification Laws
4:190	Targeted School Violence Prevention Program
4:190-AP1	Administrative Procedure - Targeted School Violence Prevention Program

4:190-AP1, E1	Exhibit - Targeted School Violence Prevention Program Resources
4:190-AP2	Administrative Procedure - Threat Assessment Team (TAT)
4:190-AP2, E1	Exhibit - Principles of Threat Assessment
4:190-AP2, E2	Exhibit - Threat Assessment Documentation
4:190-AP2, E3	Administrative Procedure Threat Assessment Key Areas and Questions; Examples
4:190-AP2, E4	Exhibit - Responding to Types of Threats
4:190-AP2, E5	Exhibit - Threat Assessment Case Management Services
4:190-AP2, E6	Exhibit - Targeted School Violence Prevention and Threat Assessment Education
5:250	Leaves of Absence
6:15	School Accountability
6:185	Remote Educational Program
7:190-AP3	Administrative Procedure - Guidelines for Reciprocal Reporting of Criminal Offenses Committed by Students
8:95	Parental Involvement

Miller, aye; Rising, aye; Franklin, aye; Long, aye; Oberman, aye; Stern, aye; Davis, aye. Motion carried, 7-0.

### **SCOPE**

Member Miller discussed a house bill on the floor regarding school district consolidation. A website where community members can voice their opinions on the subject was discussed.

### **Teachers and Paraprofessional Unions**

Norma Doyle thanked the Administration and School Board for the staff appreciation gifts.

### **Unfinished Business**

A discussion took place regarding the School Resource Officer position and specifically the hiring of retired police officers and the officers carrying firearms. Among discussed was; Robbins Schwartz's position, the municipality's position, CLIC's confirmation of other District's in the consortium using retired officers, additional insurance that covers the discharging of firearms, experiences with third parties, the pros and cons of using an SRO from the Calumet City Police Department, and trained retired police officers.

Dr. Zotto advised that he needs direction from the Board as to how they would like to proceed. After discussion, the Board consensus and direction given to Dr. Zotto was to move forward with hiring an armed retired police officer and purchasing the additional insurance suggested by CLIC.

A discussion took place regarding the summer ceiling paint project at WJH. It was advised that the insurance company will not be reimbursing as originally communicated and that the project would need to be cancelled. The contingency plan was discussed and the project would take place over 3 years or so and would be done by the District's buildings and grounds staff with no overtime given.

Dr. Zotto advised that the original insurance claim was put in by previous administration.

## **New Business**

### **Committee Membership Assignments**

The committee membership assignments were given and Dr. Zotto advised that just because a member is assigned to a committee, they can still be involved in all committees. He told the Board he is open to scheduling time with them at their convenience.

### **Business Manager Discussion**

A potential Business Manager position was discussed. Among discussed was a checks and balance system, separating administrative positions, the cost range of such a position, the current agreement with Transformational Business Solutions, Inc. (TBS), and the complete confidentiality in the agreement with TBS.

Dr. John Gibson of TBS presented to the Board. He gave an overview of his background, the background of his company, and mentioned his partner's background as well. Dr. Gibson advised the Board on the following: next year's budget, adjustments made to this year's budget, projections, revenues and expenditures, the sometimes difficulty of using all Title I dollars, salary increases, health care increases, non-operating fund, the fact that Dr. Zotto is looking closely into contracts and services and making reductions.

Dr. Zotto advised that this would be a continuous conversation and the original balanced budget but after unexpected expenses the need to address some deficits from this year.

Dr. Gibson presented a graph that showed financial ranges and advised the Board on what they were seeing. Discussed was that the worst case scenario is what was presented and that based on the presented, there is a significant uphill battle.

Dr. Zotto stated he was aggressively addressing the issue by cutting contracts and services, practicing cost avoidance and negotiating rates. He mentioned expenses being more controllable as flat raises, insurance committee being created to reduce costs, the legal bills being almost double than what they typically are, and the many steps beings taken that were not reflected in Dr. Gibson's presentation.

Member Franklin inquired about how often the District is audited and Dr. Zotto advised that every fiscal year an audit takes place.

Woodrow Wilson Secretary Start Date

The Board agreed to allow a new secretary at Woodrow Wilson start two weeks before the current secretary leaves in order to overlap for proper training.

FY20 Consolidated District Plan

Moved by Member Miller, seconded by Member Franklin, a motion that the Board approve the FY20 Consolidated District Plan.

Tara Lawrence advised the Board as to ISBE launching the Illinois E Plan which consolidated the grant process. The idea of working collaboratively and not having redundancy was mentioned. It was advised that information was being gathered through the DLT and cross section of the District in line with the new direction of the District working together.

Miller, aye; Rising, aye; Franklin, aye; Long, aye; Oberman, aye; Stern, aye; Davis, aye. Motion carried, 7-0.

Discussion for the Good of the School District

Jeanelle Smith, Case Manager

Jeanelle Smith, Case Manager, discussed the spa day put together by the pre-school program for parents in an effort for relaxation and parent involvement. A meal was provided and a big celebration happened at the end.

Jeanelle also introduced Ms. Wetzig who leads the student council at the Jr. High. The student President was also in attendance. She spoke to the Board and informed them that last Friday, students from the Jr. High went to Wilson Elementary to do activities that they created with Kindergarten students.

Ms. Wetzig thanked the District for the recognition.

Full Day Kindergarten Committee

Dr. Zotto was instructed that it is still the will of the Board to move forward with a full-day Kindergarten committee. He then advised that a committee would be created and led by Ms. Lawrence and Ms. Smith at the beginning of next school year.

Board Professional Development

Dr. Zotto discussed the sign up sheets to be passed around, the mandated trainings, and trainings offered for the entire Board.

Dr. Zotto, Superintendent

Dr. Zotto also recognized the 7th grade team taking first place in the math bowl, two students taking individual medals, the 8th grade team taking second place, the 7th grade girls track team taking second place, and the 7th grade boys track team taking 3rd place.

Ms. Wetzig thanked Dr. Zotto for giving his time on an off day in support and advised it makes students and staff feel good.



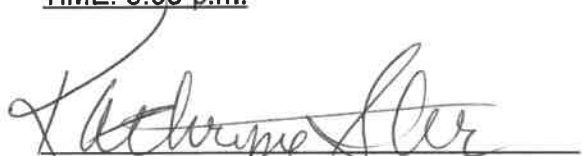
**Executive Session**

Moved by Member Stern, seconded by Member Long, a Motion that the Board enter Executive Session pursuant to Section 2(c)(1) and 2(c)(9), of the Open Meetings Act to discuss the employment, compensation, discipline, or performance of the public body or legal counsel for the public body and to discuss student disciplinary cases. 5 ILCS 120/2(c)(1)(9). Miller, aye; Rising, aye; Franklin, aye; Long, aye; Oberman, aye; Stern, aye; Davis, aye. Motion carried, 7-0.  
TIME: 8:15 p.m.

Moved by Member Miller, seconded by Member Stern, a motion that the Board return to regular order of business. Miller, aye; Rising, aye; Franklin, aye; Long, aye; Oberman, aye; Stern, aye; Davis, aye. Motion carried, 7-0.  
TIME: 9:02 p.m.

**Adjournment**

Moved by Member Stern, seconded by Member Miller, a motion that the Board adjourn the meeting. Unanimous voice vote. Motion carried, 7-0.  
TIME: 9:03 p.m.

  
\_\_\_\_\_  
Tonya Davis, President

  
\_\_\_\_\_  
Janet Oberman, Secretary

