

MAINE TOWNSHIP HIGH SCHOOL DISTRICT 207  
BOARD OF EDUCATION  
REGULAR BOARD MEETING MINUTES  
July 13, 2020

Minutes of the regular meeting of the Board of Education of Maine Township High School District 207, Cook County, Illinois, held virtually and on LiveStream on July 13, 2020.

**1. CALL TO ORDER/ROLL CALL**

President Besler called the regular meeting of the Board of Education to order at 6:00 p.m. The Board Secretary called the roll.

**MEMBERS PRESENT**

Aurora Austriaco  
Paula Besler  
Teri Collins  
Linda Coyle  
Jin Lee  
Carla Owen  
Sheila Yousuf-Abramson

**OTHERS PRESENT**

Ken Wallace  
Greg Dietz  
Mary Kalou  
Shawn Messmer  
George Dagres  
Ginny Edwards  
Ben Collins  
Mike Pressler  
Eileen McMahon  
Brett Clark  
Dan Kolen

**2. COMMUNICATIONS**

**A. Public Comments**

The Board secretary read two public comments emailed in prior to the meeting. The first comment came from Go Green Park Ridge thanking the District 207 Board of Education and Administration for including on the agenda for tonight's meeting, a second reading of the new policy, Sustainable Environmental School Operations. The second comment came from Dan and Kathy O'Reilley stating their opposition to District 207 not offering in person graduation ceremonies to the Class of 2020.

**B. Update from Superintendent**

Dr. Wallace began by thanking Go Green Park Ridge for their positive comments in support of the new sustainability policy. Dr. Wallace went on to explain the decision to hold virtual only graduations was done out of an abundance of caution for our students and families, adding it's the prudent approach to not increase the risk factor of spreading the virus. Dr. Wallace also mentioned an online petition started by former South students on racism awareness and equity. He and members of the District 207 Leadership Team met with the former students on zoom and outlined our current and continuing work on equity. Dr. Wallace said that the students were thoughtful and articulate in pushing us in a positive way to do better and he is proud of them. Lastly, the draft plan on how to run school for 2020-2021 will be presented to parents in virtual forums at each of the high schools this Thursday evening. There will be no vote tonight.

**C. Updates from Board Members**

Member Owen spoke about the Intergovernmental Agreement with the City of Park Ridge for School Resource Officers which expired on 6/30/20. The agreement has been substantially revised and the City and District 207 attorney are in discussion on the terms. Once the agreement is complete, the document will be shared providing the public an opportunity for input.

Member Lee complimented District 207 on the excellent virtual graduation ceremonies.

President Besler thanked all staff for their work on the virtual graduations and parades and appreciates the thoroughness of the decision to hold them virtually for the safety of our students. President Besler added a special thanks to Member Owen for her work on the Sustainability policy and the SRO agreement.

#### **D. Finance Committee Update**

Member Coyle gave an update on the Finance Committee meeting held just prior to tonight's Board meeting and all members were present. Assistant Superintendent for Business Ms. Mary Kalou outlined the tentative budget for 2020-2021 and discussion followed. The Board will vote on the tentative budget later on in the meeting.

#### **E. Buildings & Grounds Committee Update**

Member Collins noted the Buildings and Grounds Committee held a meeting just prior to the Board meeting tonight. All members were in attendance. Ms. Kalou updated the committee on the construction progress at all three schools. All projects scheduled to be completed by the start of school are on schedule.

#### **F. Construction Update**

Ms. Kalou updated the Board on the status of construction stating construction is in full swing. Classrooms slated to be completed by the start of school will be ready. There will be areas of ongoing construction throughout the year at all three schools. All construction workers follow the COVID screening safety guidelines. The budget, contingencies and allowances are all in line. Focus groups from each school have been meeting remotely. Phase II has begun and Bid Package 2 will begin in August with work issued for bid on November 1, 2020.

### **3. MONTHLY STATUS OF FINANCES**

#### **A. Monthly Finance Report**

Ms. Kalou updated the Board on the May financials. Revenue is slightly behind from previous years with taxes lagging behind. Expenses are also lagging behind due to the abrupt closing of schools in March. Unutilized areas of the budget were not used.

### **4. INSTRUCTIONAL SERVICES**

#### **A. Update on Procedures for Returning to School in August**

Assistant Superintendent for Curriculum and Innovation Mr. Shawn Messmer explained the process to develop the return to education in the fall. Five committees were formed to make recommendations on how to conduct school in August.

- Communications
- Human Resources and Operations
- Student Services and Student Experiences
- Teaching & Learning
- Special Education

Once staff and students return to school, precautions will be taken with face coverings, social distancing, capacity limits, self certification of symptoms for students and staff and cleaning protocols. Parent forums will be held virtually at each of the schools on Thursday, July 16. Board members will be invited to the virtual forums and the meetings will be recorded and translated. Comments should be directed to the building principals. Following the meetings, an additional parent feedback survey will be sent out which will require every family to fill out so we can continue making progress on plans. A more detailed plan will follow using clear guidance from ISBE and the IDPH and protocols will be in place for all situations. Dr. Wallace asked for patience and stated that the District will listen to people's input but needs to follow strict guidelines. District 207 is committed to our students and staff during this very challenging and complex situation as scientific and medical information must be used to do what is safest for our students. Discussion followed.

**5. OTHER ITEMS****A. Monthly FOIA Requests for June, 2020**

There were three FOIA requests for the month of June and they are in process.

**6. BOARD OF EDUCATION POLICIES & PROCEDURES - 1ST READING**

- A. 2:125 - Board Member Compensation, Expenses
- B. 2:160 - Board Attorney
- C. 5:60 - Travel and Conference Expenses for Employees
- D. 7:70 - Attendance and Truancy
- E. 7:90 - Release During School Hours
- F. 8:10 - Connection With the Community
- G. 8:30 - Visitors to and Conduct on School Property
- H. 8:110 - Public Suggestions and Concerns

Assistant Superintendent for General Administration Mr. Greg Dietz noted these policy revisions are recommended by IASB's PRESS and have been updated in response to new laws including the Government Expense Control Act and granting release time from school or work to vote. The Policy Committee has reviewed these updates and has made some minor changes. The policies will go for second reading and approval in August.

**\*ACTION ITEMS: Items for which a roll call vote will be made****\*7. CONSENT AGENDA****A. Minutes Approved**

1. June 1, 2020 - Regular Board of Education Meeting
2. June 25, 2020 - Special Board of Education Meeting

Resolution: That the Board of Education approves the minutes of the June 1, 2020 Regular Board of Education Meeting and June 25, 2020 Special Board of Education Meeting.

**B. Board Bills**

Resolution: That the Board of Education approves Board bills dated June 30, 2020 in the amount of \$15,997,247.00  
Fund Totals as follows:

DISTRICT 207:	\$15,863,317.21
NSERVE:	127,839.50
ED-RED:	6,090.29

**C. Payrolls – June, 2020**

Resolution: That the Board of Education approves June, 2020 payrolls as follows:

DISTRICT 207:	\$10,411,382.16
NSERVE:	23,121.98
ED-RED:	14,304.16

**D. Student Activities Expenditures**

Resolution: That the Board of Education approves the report which covers expenditures of the various Student Activities organizations in District 207 for the month of May, 2020 as presented.

## **E. School Gifts**

Resolution: That the Board of Education accepts the recommendation of the Superintendent of Schools and authorizes receipt of the following donation to District 207 schools.

1. Men's and Women's Association of Advocate LGH - \$7,500.00 - School Based Health Center
2. District 207 Education Foundation - \$4,574.71 - School Based Health Center

## **F. Approval of ED-RED Membership Fee for 2020-2021**

Resolution: That the Board of Education approves the ED-Red 2020-2021 annual membership fee for Maine Township High School District 207 in the amount of \$5,000.00.

Motion on 7 A-F by Carla Owen, second by Aurora Austriaco

Final Resolution: Motion Carries

Aye: Austriaco, Besler, Collins, Coyle, Lee, Owen, Yousuf-Abramson

Nay: None

## **\*8. APPROVAL OF TENTATIVE BUDGET 2020-2021**

Resolution: That the Board of Education approves the tentative budget for the 2020-2021 fiscal year as presented with total revenues and other financing sources of \$177,099,639.00 and total expenditures and other financing uses of \$239,890,389.00.

Ms. Kalou gave the timeline for the 2020-2021 budget. The tentative budget went on display on July 1 and was reviewed by the Finance Committee just prior to this meeting. A Public Hearing will be held in August giving the community an opportunity for comments. The final budget will be approved in September and filed by the end of September. The tentative budget is available on the District website. Projected revenue is approximately \$2.5 million more than the 2019-2020 budget except for in Self Insurance, Debt Service and Capital Projects. Corporate Personal Property Replacement Tax is projected to decrease and there is an uptick in stimulus money due to COVID 19. It's anticipated that the final budget will have more money funded for COVID. Expenses are in line as salary and benefits based on CPI.

Motion by Jin Lee, second by Aurora Austriaco

Final Resolution: Motion Carries

Aye: Austriaco, Besler, Collins, Coyle, Lee, Owen, Yousuf-Abramson

Nay: None

## **\*9. BOARD OF EDUCATION POLICIES - 2ND READING**

### **A. 4:165 - Sustainable Environmental School Operations**

Resolution: That the Board of Education approves and adopts the above policy for inclusion in the Board of Education Policy and Procedures Manual.

Motion by Aurora Austriaco, second by Teri Collins

Final Resolution: Motion Carries

Aye: Austriaco, Besler, Collins, Coyle, Lee, Owen, Yousuf-Abramson

Nay: None

### **B. Behavioral Guidelines**

Resolution: That the Board of Education approves and adopts the above policy for inclusion in the Board of Education Policies and Procedures Manual.

Revisions to the guidelines include the most updated antidiscrimination policy including the wearing of face masks during pandemics. The guidelines are shared on the District website and in principal's newsletters.

Motion by Jin Lee, second by Aurora Austriaco

Final Resolution: Motion Carries

Aye: Austriaco, Besler, Collins, Coyle, Lee, Owen, Yousuf-Abramson

Nay: None

**\*10. AGREEMENT WITH MAINE HIGH SCHOOL HOCKEY ASSOCIATION**

Resolution: That the Board of Education adopts the agreement between Maine Township High School District 207 and the governing board of Maine High School Hockey Association as presented.

This is an annual agreement recognizing the club. This is not a District 207 sponsored sport.

Motion by Teri Collins, second by Jin Lee

Final Resolution: Motion Carries

Aye: Austriaco, Besler, Collins, Coyle, Lee, Owen, Yousuf-Abramson

Nay: None

**\*11. APPROVAL OF BIDS AND AWARDING OF CONTRACTS**

**A. Renaissance - \$90,000.00 - Online Reading Program**

Resolution: That the Board of Education negates the 1-year contract approved on June 1, 2020 and approves a 3-year contract with Renaissance for the online reading program myOn which provides a catalog of leveled reading books for students who are not at grade level and includes additional supports at a total cost of \$90,000.00 as presented.

This program tests the reading levels of our incoming freshmen students for proper placement and interventions.

**B. NoRedInk - \$65,700.00 - Online Writing Assessment Tool**

Resolution: That the Board of Education approves a 3-year contract with NoRedInk for an online teaching and assessment writing tool at a total cost of \$65,700.00 as presented.

This is a 100% online e-Learning program.

**C. Midland Paper - \$91,138.90 - Natural Choice Copy Paper**

Resolution: That the Board of Education awards the bid for environmentally friendly Natural Choice copy paper to Midland Paper at a total cost of \$91,138.90 as presented.

Natural Choice paper is sustainable and environmentally friendly. Midland Paper was the lowest responsive bidder and has provided paper to District 207 in the past.

**D. Vocabulary.com - \$49,920.00 - Student Analytics Program**

Resolution: That the Board of Education approves a 3-year renewal with Vocabulary.com for an online platform providing individual student analytics, practice and support at a total cost of \$49,920.00 as presented.

This program tests vocabulary and tracks student analytics.

Motion on 11A-D by Jin Lee, second by Carla Owen

Final Resolution: Motion Carries

Aye: Austriaco, Besler, Collins, Coyle, Lee, Owen, Yousuf-Abramson

Nay: None

**E. Change Order - Maine South Bulletin #10**

Resolution: That the Board of Education approves the Change Order for Maine South Bulletin #10 in the amount of \$303,547.00 as presented.

This is a cost shift from bid package 2 to bid package 1 for items being installed this summer.

Motion by Aurora Austriaco, second by Linda Coyle

Final Resolution: Motion Carries

Aye: Austriaco, Besler, Collins, Coyle, Lee, Owen, Yousuf-Abramson

Nay: None

\*12. MEDICAL EDUCATION PROGRAM WITH ADVOCATE LUTHERAN GENERAL HOSPITAL

Resolution: That the Board of Education renews the agreement expiring June 30, 2020 with Advocate Lutheran General Hospital for medical coverage in the training room for certain athletic events at Maine East and Maine West effective July 1, 2020 through June 30, 2025 at a total cost of \$20,000.00 per year as presented.

This is a renewal of our current 5-year agreement for team doctors in the training rooms at Maine East and Maine West. Our athletic trainers have been very pleased with the service.

Motion by Jin Lee, second by Carla Owen

Final Resolution: Motion Carries

Aye: Austriaco, Besler, Collins, Coyle, Lee, Owen, Yousuf-Abramson

Nay: None

13. NEW CLUB PROPOSAL - ANIMAL ADVOCATES CLUB - MAINE EAST

Resolution: That the Board of Education approves the Animal Advocates Club at Maine East as presented.

Dr. Pressler noted this group of 13 or 14 students is very committed and already active.

Motion by Jin Lee, second by Aurora Austriaco

Final Resolution: Motion Carries

Aye: Austriaco, Besler, Collins, Coyle, Lee, Owen, Yousuf-Abramson

Nay: None

14. CALENDAR ITEMS

August 3, 2020 PUBLIC HEARING DISTRICT 207 BUDGET & NSERVE BUDGET  
6:00 p.m.  
Boardroom, District 207 Admin. Center

August 3, 2020 REGULAR MEETING OF THE BOARD OF EDUCATION  
6:05 p.m. or immediately following the Public Hearing  
Boardroom, District 207 Admin. Center

August 12, 2020 TEACHERS BACK TO SCHOOL

August 17, 2020 FIRST DAY OF SCHOOL FOR FRESHMEN STUDENTS

August 17, 2020 COMMITTEE MEETINGS  
Finance Committee - 5:00 p.m.  
Buildings & Grounds - 5:15 p.m.

August 18, 2020 FIRST DAY OF ATTENDANCE FOR ALL STUDENTS

September 3, 2020

MEET THE TEACHER NIGHT

September 7, 2020

LABOR DAY – NO SCHOOL

15. COMMUNICATIONS/PUBLIC COMMENTS

There were no communications.

16. OTHER ITEMS/INFORMATIONAL

\*17. CLOSED SESSION

A. Student Personnel

B. Review of Closed Session Minutes

C. Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees

D. Probable, Imminent or Pending Litigation

E. Collective Negotiating Matters

Resolution: That the Board adjourn to Closed Session at 7:22 p.m. for the purpose of discussing Review of Closed Session Minutes, Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees, Probable, Imminent or Pending Litigation and Collective Negotiating Matters.

Motion by Linda Coyle, second by Jin Lee

Final Resolution: Motion Carries

Aye: Austriaco, Besler, Collins, Coyle, Lee, Owen, Yousuf-Abramson

Nay: None

\*18. RETURN TO OPEN SESSION

Resolution: That the Board returns to open session at 9:10 p.m.

Motion by Aurora Austriaco, second by Jin Lee

Final Resolution: Motion Carries

Aye: Austriaco, Besler, Collins, Coyle, Lee, Owen, Yousuf-Abramson

Nay: None

\*19. PERSONNEL ACTION

A. SUPPORT STAFF RESIGNATION

JOSEPH JEMISON - GUIDED STUDY TEACHER ASSISTANT - MAINE SOUTH (8/12/2015)

Resignation effective June 14, 2020

MICHELLE WHEELER - SUPPORT NURSE - MAINE EAST (8/6/2015)

Resignation effective at the end of the 2019-2020 school year

KRYSTINA LIOSATOS - ENGLISH TEACHER ASSISTANT - MAINE EAST (10/03/2019)

Resignation effective June 24, 2020

B.SUPPORT STAFF APPOINTMENT

BARBARA PERKINS - ADMIN ASSISTANT STUDENT SERVICES - MAINE WEST

Start Date: August 3, 2020 (replaces AS)

Salary: Level 5, \$50,843.00 plus longevity

CHRIS BAIRD - SPECIAL EDUCATION ADMINISTRATIVE ASSISTANT - MAINE EAST

Start Date: August 10, 2020 (replaces EB)  
Salary: Level IIIB, \$32,604.23

TYRA NELSON - JUMPSTART CAREER ADVISOR - MAINE EAST

Start Date: July 13, 2020 (replaces RM)  
Salary: \$40,000.00

**C. CERTIFIED STAFF RETIREMENT**

BRIAN KAY - SCIENCE TEACHER - MAINE WEST (8/24/1992)  
Retirement effective at the end of the 2020-2021 school year

SNJEZANA SALAMON-MASSENGILL - SOCIAL SCIENCE TEACHER - MAINE EAST (8/20/1998)  
Changing retirement effective date to end of the 2023-2024 school year

**D.CERTIFIED STAFF APPOINTMENT**

EMILY HURST - MATH TEACHER (Part time) / MATH TA (Part time) - MAINE EAST

Start Date: August 13, 2020 (additional staff)

Salary: Teacher: Col 1, Step 3 @ 50%, \$30,986.00, TA - \$15,871.00

Resolution: That the Board of Education approves for the official records the previously mentioned personnel items.

Motion on 19 A-D by Jin Lee, second by Teri Collins

Final Resolution: Motion Carries

Aye: Austriaco, Besler, Collins, Coyle, Lee, Owen, Yousuf-Abramson

Nay: None

**\*20. OTHER BUSINESS - APPROVAL OF CLOSED SESSION MINUTES**

**A. Regular Board of Education Meeting on June 1, 2020**

**B. Special Board of Education Meeting on June 25, 2020**

Resolution: That the Board of Education approves the Closed Session Minutes from the Regular Board of Education Meeting on June 1, 2020 and the Special Board of Education Meeting on June 25, 2020.

Motion by Jin Lee, second by Carla Owen

Final Resolution: Motion Carries

Aye: Austriaco, Besler, Collins, Coyle, Lee, Owen, Yousuf-Abramson

Nay: None

**\*21. ACTION ON OTHER CLOSED SESSION ITEMS**

**A. Approval of Revisions to Administrative Appraisal Program**

Resolution: That the Board of Education approves the Revisions to the Administrative Appraisal Program as presented.

Motion by Aurora Austriaco, second by Carla Owen

Final Resolution: Motion Carries

Aye: Austriaco, Besler, Collins, Coyle, Lee, Owen, Yousuf-Abramson

Nay: None

**B. Approval of Settlement Agreement Regarding Maine West Murals**



Resolution: That the Board of Education approves the Settlement Agreement between the Maine Township High School District 207 Board of Education and Timm Etters Studios, Inc. (Odyssey Creations Inc.) in the amount of \$18,750.00 as presented.

Motion by Aurora Austriaco, second by Teri Collins

Final Resolution: Motion Carries

Aye: Austriaco, Besler, Collins, Coyle, Lee, Owen, Yousuf-Abramson

Nay: None

\*23. ADJOURNMENT

Resolution: Motion to Adjourn the Board Meeting at 9:13 p.m.

Motion by Linda Coyle, second by Aurora Austriaco

Final Resolution: Motion Carries

Aye: Austriaco, Besler, Collins, Coyle, Lee, Owen, Yousuf-Abramson

Nay: None

There being no further business to come before the Board, President Besler adjourned the Board meeting at 9:13 p.m.

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Ginny Edwards, Secretary

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Paula Besler, President