

**COMMUNITY HIGH SCHOOL DISTRICT 117**  
**COUNTY OF LAKE, LAKE VILLA, ILLINOIS 60046**  
**MINUTES OF REGULAR MONTHLY MEETING OF THE BOARD OF EDUCATION**  
**THURSDAY, APRIL 19, 2018 6:30 P.M.**

Present

Absent

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**BOARD MEMBERS**

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Mr. Wayne A. Sobczak, President  
Mr. Geoffrey Guttschow, Vice President  
Mrs. Sandy Jacobs, Secretary  
Ms. Ellen Ipsen  
Mr. Bruce Pagni  
Mr. Ronald Vickers (*via phone*)

Mr. Bart Winkler

**ADMINISTRATION**

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Mr. James McKay, Superintendent  
Ms. Jennifer Nolde, Asst. Superintendent  
Dr. Brie Cederna, Asst. Superintendent  
Dr. Bradford Hubbard, Asst. Supt.  
Mr. Eric Hamilton, Principal  
Mr. David Newberry, Principal

**STUDENT AMBASSADORS**

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Charles Wagner, ACHS  
Za'Tozia Duffie-Walker, ACHS  
Samantha Heft, LCHS

Tyler Schneiderheinze, LCHS

**RECORDING SECRETARY**

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Mrs. Nancy Hendrickson

The regular meeting of the Board of Education of Community High School District 117 was held on Thursday, April 19, 2018 at the Library at Lakes Community High School in Lake Villa, Illinois. Mr. Wayne Sobczak, President, presided over the meeting, calling it to order at 6:32 p.m.

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENTS**

None

**PRESENTATIONS**

Technology – Ryan Miles and Jaclyn Orlov outlined the progress of the 1:1 Committee. The two devices chosen by the committee are on display in each of the libraries. A survey will be taken to determine which device will be purchased for the 2018-19 school year.

Board members asked if there was a protection policy for broken or damaged computers, and if there would be an additional fee to families. Mr. Miles explained the student tech support crew would repair the

computers with minor issues. For the first year, no additional maintenance fee will be charged, but total damages will be assessed after the first year to determine if any fee will be implemented for 19-20.

Another concern was whether D117's current infrastructure could withstand the additional units. Mr. Miles indicated that usage would probably drop due to less usage of personal devices.

Another question arose if students would be able to bring their own device to use rather than a district device. Mr. Miles said that all students will be issued a computer, but would be able to use their own computer if they choose.

**CONSENT AGENDA**

Mr. Pagni moved the Board approve the amended consent agenda items by one motion. Second by Mrs. Jacobs.

Roll Call Vote:           Ayes:   Guttschow, Ipsen, Jacobos, Pagni, Vickers, Sobczak  
                               Nays:   None                   Absent: Winkler                               Motion Carried.

**APPROVAL OF MINUTES\***

- Regular Meeting, March 15, 2018\*
- Closed Meeting, March 15, 2018\*

**PERSONNEL**

	<u>NAME</u>	<u>SCHOOL</u>	<u>POSITION</u>	<u>RATE/LEVEL</u>	<u>EFFECTIVE</u>
A.	<u>Employment – Certified Staff*</u>				
a.	Michelle Bank	ACHS	Spec Ed Coord	\$82,500	2018-19
b.	Jaclyn Orlov	ACHS	Transfer Soc St Dept Chair	MA45/13, 1/5	2018-19
c.	Kyle Naughton	LCHS	Webmaster	.2 FTE	2018-19
d.	Stephen Rose	ACHS	Inst Tech Coach	.4 FTE	2018-19
e.	Sarah Ogborn	ACHS	Inst Tech Coach	.4 FTE	2018-19
f.	Nick Aguina	ACHS	Inst Tech Coach	.6 FTE	2018-19
g.	Kelly Johnson	ACHS	Inst Tech Coach	.2 FTE	2018-19
h.	Branden Cretacci	LCHS	Transfer English Teacher	BA/6	2018-19
i.	Amanda Cardenas	ACHS	English Teacher	MA/6	2018-19
j.	Ryan Koczorowski	ACHS	English Teacher	MA/6	2018-19
B.	<u>Employment – Increment Positions*</u>				
a.	Jacob Perry	ACHS	Asst. Lacrosse (.5)	3/1	2017-18
b.	Jessica Phillips	LCHS	Color Guard/Flags	4/2	2018-19
c.	Greg Bays	ACHS	Indoor Asst. Track	2/8	2017-18
d.	Kyle Francis	ACHS	Indoor Asst. Track (.5)	2/4	2017-18
e.	Jonathan Untch	ACHS	Musical Accompanist	\$2,000	2017-18
f.	Kelly Taylor	ACHS	Musical Choreographer	6/5	2017-18
C.	<u>Employment – Volunteer Positions*</u>				
a.	Emily Sobczak	ACHS	Asst. Soccer		2017-18
b.	Ron Urick	ACHS	Bass Fishing		2017-18

	<u>NAME</u>	<u>SCHOOL</u>	<u>POSITION</u>	<u>RATE/LEVEL</u>	<u>EFFECTIVE</u>
D.	<u>Employment – Summer School*</u>				
a.	Lauren Olson	LCHS	Calculus Bridge**	\$49.98/hr	2017-18
b.	Meghan Steinberg	LCHS	Apex**	\$49.98/hr	2017-18
c.	Meghan Steinberg	LCHS	AP Human Geography**	\$49.98/hr	2017-18
d.	Michelle Adams	LCHS	Art – 3D**	\$49.98/hr	2017-18
e.	Christopher Blevins	LCHS	SFA – Science	\$49.98/hr	2017-18
f.	Randie Bullock	LCHS	SAF – Social Studies	\$49.98/hr	2017-18
g.	Kathryn Check	LCHS	AP Chemistry**	\$49.98/hr	2017-18
h.	Lauren Gusler	LCHS	Apex Math**	\$49.98/hr	2017-18
i.	Jeff Newton	LCHS	AP Biology**	\$49.98/hr	2017-18
j.	Brian Phelan	LCHS	SFA – Math	\$49.98/hr	2017-18
k.	Andy Schroeder	LCHS	SFA – Math	\$49.98/hr	2017-18
l.	Lanna Smith	LCHS	Math Bridge II**	\$49.98/hr	2017-18
m.	Brittany Canker	LCHS	Math Bridge II**	\$49.98/hr	2017-18
n.	Helen Schulze	LCHS	SFA – English	\$49.98/hr	2017-18
o.	Kevin Kullby	LCHS	Government**	\$49.98/hr	2017-18
p.	Anne Eichman	LCHS	AP History**	\$49.98/hr	2017-18
			<i>**pending enrollment</i>		
E.	<u>Resignation – Certified Staff*</u>				
a.	Abra Chusid	LCHS	Fine Arts/Theatre		end 2017-18
b.	Luke Karner	ACHS	Social Studies		end 2017-18
F.	<u>Request for Extended Sick Leave*</u>				
a.	Teresa Dewing	ACHS	Spec Ed Teacher		3/6-3/16/18
b.	Bradford Hubbard	Dist	Asst. Supt		4/26-5/7/18
c.	Matt Larsen	ACHS	PE Teacher		Intermittent
d.	Meghan Guther	LCHS	Social Studies		5/7-5/11/18
G.	<u>Administrative Professional Meeting*</u>				
a.	Jim McKay	Dist	Puerto Rico		6/25-6/29/18
b.	Eric Hamilton	ACHS	Puerto Rico		6/25-6/29/18
c.	David Newberry	LCHS	Puerto Rico		6/25-6/29/18

**FINANCE/BUSINESS**

FOIAs\*

Two FOIAs were received and responded to.

Approval of Bills and Payroll\*

Fund 10 - Education	\$3,427,021.26
Fund 20 – Building	\$456,174.00
Fund 40 – Transportation	\$226,172.29
Fund 50 – IMRF/Social Security	\$61,835.30

**REPORT FROM THE BUSINESS OFFICE**

2017 Levy and Projected Extension

Ms. Nolde presented the 2017 extension with a total of 42,836,437 – the projected extension was 42,464,733. The actual capped rate @ 3.173 and actual total rate @3.792

Insurance Premiums FY 18-19

Ms. Nolde presented the PPO and HMO insurance rates for 18-19. PPO rates remain the same, with HMO rates reflecting a 2.51% increase.

Mr. Guttschow moved the Board approve health insurance premiums, as presented, for the 18-19 fiscal year as recommended. Second by Mr. Pagni.

Roll Call Vote:           Ayes:   Jacobs, Pagni, Vickers, Guttschow, Ipsen, Sobczak  
                              Nays:   None                   Absent:   Winkler                   Motion Carried.

ACHS Locker Room Renovation and Lakes Athletic Storage

Mr Pagni moved the Board approve the bid of Manusos Construction, in the amount of \$667,331 for the completion of the 2018 ACHS Locker Room Renovation and LCHS Storage Addition Project as recommended. Second by Mr. Guttschow.

Roll Call Vote:           Ayes:   Pagni, Vickers, Guttschow, Ipsen, Jacobs, Sobczak  
                              Nays:   None                   Absent:   Winkler                   Motion Carried.

ACHS Roof Replacement 99-2, 99-3

Mrs. Jacobs moved the Board approve the base and alternate bid, of L.Marshall Roofing, in the amount of \$335,000 for completion of the 2018 ACHS Roofing Project as recommended. Second by Mrs. Ipsen.

Roll Call Vote:           Ayes:   Guttschow, Ipsen, Jacobs, Pagni, Vickers, Sobczak  
                              Nays:   None                   Absent:   Winkler                   Motion Carried.

LCHS Masonry Repair Phase 3

Mr. Pagni moved the Board approve the bid of Soumar Masonry, in the amount of \$196,380, for the completion of the 2018 LCHS Masonry Project as recommended. Second by Mrs. Ipsen.

Roll Call Vote:           Ayes:   Ipsen, Jacobs, Pagni, Vickers, Guttschow, Sobczak  
                              Nays:   None                   Absent:   Winkler                   Motion Carried.

Work Schedule Information

The project budget has a running difference of \$175,328.  
Projected amount: \$2,030,000  
Actual amount: \$1,854,672

**GOVERNANCE**

Approve Final 2017-18 Calendar

Mrs. Jacobs moved the Board approve the final 2017-18 calendar as recommended. Second by Mrs. Ipsen.

Roll Call Vote:           Ayes:   Pagni, Vickers, Guttschow, Ipsen, Jacobs, Sobczak  
                              Nays:   None                   Absent:   Winkler                   Motion Carried.

Board Policy – First Reading

Policy 6:340 – Student Testing and Assessment Program is being presented for the first reading, and will be recommended for approval at the May meeting.

Board Policies – Second Reading

The following policies were presented for the second reading and were recommended for adoption.

- 2:260 – Uniform Grievance Procedure
- 4:40 – Incurring Debt
- 5:20 – Workplace Harassment Prohibited
- 5:200 – Terms and Conditions of Employment and Dismissal
- 5:20E – Resolution to Prohibit Sexual Harassment

Mr. Guttschow moved the Board approve the above board policies and adopt 5:20 E *Resolution to Prohibit Sexual Harassment* as presented. Second by Mr. Pagni.

Roll Call Vote:           Ayes: Vickers, Guttschow, Ipsen, Jacobs, Pagni, Sobczak  
                              Nays: None                   Absent: Winkler                   Motion Carried.

School Safety Update

Superintendent McKay reviewed the current Safety Systems and Supports D117 currently uses:

- Blue Point – Button the immediately notifies police of an emergency
- Exacq – High resolution cameras
- Infinite Campus – Communication tool
- Navigate – Attendance App for phone
- TruArmor – Application on windows
- Staff Support – Additional Counselors and hall monitors in each building

Superintendent McKay discussed the continued improvements:

- Work with police departments to continue good relationships and increase presence in buildings
- Construct a new satellite police office in each building
- ALICE training this summer for Admin with training for teaching staff & students in August
- Continue crisis tabletop scenarios with Admin and first responders
- Social Emotional Learning - Provide professional development to staff to further expand understanding of logical curricular areas to implement SEL
- Threat Assessments – Provide professional development focusing on student safety and threat assessment tools & practices
- Hall Monitors/Possible Security Guards

After a discussion with the three police departments, Superintendent McKay said the police departments do not believe D117 would benefit with a traditional SRO officer. Superintendent McKay requested input from board members. All board members were opposed in employing a traditional SRO officer, and were comfortable with the measures that were currently in place and the improvements that are scheduled for the future.

Field Trips (Overnight)

Mr. Pagni moved the Board approve the field trips as presented. Second by Mrs. Jacobs.

- ACHS – Field Hockey to St. Louis, Missouri for the Gateway Field Hockey Classic Tournament from August 31-September 2, 2018
- District – German Club to Germany from early June to mid-June 2019

Roll Call Vote:           Ayes: Ipsen, Jacobs, Pagni, Vickers, Guttschow, Sobczak  
                              Nays: None                   Absent: Winkler                   Motion Carried.

Upcoming Meetings

- May 15, 2018 – Joint Board Dinner/D117 BOE Meeting  
5:15 pm @ William L. Thompson School  
7:00 pm – CHSD 117 Board Meeting
- June 13, 2018 – Board Self-Evaluation  
4:30 pm @ Lakes Community High School

**QUESTIONS/COMMENTS – BOARD MEMBERS**

None

Mr. Vickers exited 7:37 pm

**CLOSED SESSION**

At 7:37 pm Mr. Guttschow moved the Board enter into Closed Session for the purpose of discussing the following exceptions to the Open Meetings Act:

- a. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1)
- b. Student disciplinary cases. 5 ILCS 120/2(c) (9)

Second by Mr. Pagni.

Roll Call Vote:           Ayes: Jacobs, Pagni, Guttschow, Ipsen, Sobczak  
                              Nays: None                   Absent: Winkler, Vickers                   Motion Carried.

Motion to Come out of Closed Session

At 8:00 pm Mr. Pagni moved the Board come out of Closed Session. Second by Mrs. Ipsen.

Voice Vote:           Ayes: 5           Nays: None           Absent: 2                   Motion carried.

PERSONNEL

Mr. Guttschow moved the Board approve Administrative and Non-Union pay raises as recommended. Second by Mrs. Jacobs.

Voice Vote:           Ayes: 5           Nays: None           Absent: 2                   Motion carried.

**ADJOURNMENT**

At 8:01 pm Mr. Guttschow moved the April 19, 2018 meeting of Community High School District 117 Board of Education be adjourned. Second by Mr. Pagni.

Voice Vote:           Ayes: 5           Nays: None           Absent: 2                   Motion carried.

The meeting adjourned at 8:02 pm.

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President

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Secretary