

**COMMUNITY HIGH SCHOOL DISTRICT 117**  
**COUNTY OF LAKE, LAKE VILLA, ILLINOIS 60046**  
**MINUTES OF REGULAR MONTHLY MEETING OF THE BOARD OF EDUCATION**  
**THURSDAY, FEBRUARY 15, 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  
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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Za'Tozia Duffie-Walker, ACHS  
Samantha Heft, LCHS

Tyler Schneiderheinze, LCHS  
Charles Wagner, ACHS

**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, February 15, 2018 at the Library at Antioch Community High School in Antioch, Illinois. Mr. Wayne Sobczak, President, presided over the meeting, calling it to order at 6:30 p.m.

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENTS**

None

**PRESENTATIONS**

CTE & English Updates – Kara Graham and Donna Corcoran, CTE Department Chairs; and DeeAnn Andershock and Nicole Edwards, English Department Chairs, gave department updates highlighting data, smart goals, challenges, and proud moments.

Strategic Plan – Technology – Dr. Hubbard, Jaclyn Orlov, and Ryan Miles outlined the 1:1 computing initiative. After surveying students and staff, the consensus was to move forward on the 1:1 implementation for the 2018-19 school year. Single Path, an outside technology consulting company, will assist in the implementation. A committee is being formed with parents, students, teachers and administrators to discuss a needs assessment and determine a timeline.

Board Members were interested in the survey results with negative comments. Mr. Miles reassured the Board that the committee and outside consulting company will work diligently to address all concerns for a smooth roll-out.

ACHS Update – Eric Hamilton, Principal and Za’Tozia Duffie-Walker gave the ACHS highlights.

Dr. Hubbard acknowledged Liz Potter Nelson, former ACHS Science Department Chair, who co-authored a book on Science standards in curriculum and told the D117 story.

**CONSENT AGENDA**

Mr. Winkler moved the Board approve the amended consent agenda items by one motion. Second by Mr. Vickers.

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

**APPROVAL OF MINUTES\***

- Regular Meeting, January 18, 2018\*
- Closed Meeting, January 18, 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.	Sibby Kruse	Dist	Hearing Itinerant	\$65/hr	2018-19
b.	Darrick Ellis	Allendale	Admin (not to exceed 100 days)	\$350.00/day(+ fam ins)	2018-19
c.	Susan Soukup	Gateway	Admin (not to exceed 100 days)	\$405.00/day	2018-19
B.	<u>Employment – Long Term Sub*</u>				
a.	David Judson	ACHS	Math	BA/1	2/26-4/6
b.	Kathy Ruano	ACHS	Nurse	\$20/hr	1/24-?
c.	Katherine Hall	ACHS	Science	BA/1	3/1-4/13
d.	Alyssa Arwady	LCHS	PE	BA/1	3/26-5/24
C.	<u>Employment – Increment Positions*</u>				
a.	Michael Tobin	ACHS	Asst. LaCrosse Coach	3/2	2017-18
b.	Kyla Brenneman	ACHS	Asst. Boys Volleyball	3/4	2017-18
c.	Gregg Henning	ACHS	Weightlifting Sup. (.3)	3/5	2017-18
d.	Jeff Meverden	LCHS	Asst. Track (.5)	2/2	2017-18
e.	James Kelly	LCHS	Asst. Softball	3/8	2017-18
f.	Ray Gialo	LCHS	Spring Supv. (.5)	5/3	2017-18
g.	Brian Cardarella	LCHS	Spring Supv. (.5)	5/2	2017-18
h.	Paige Lehman	LCHS	Class Sponsor Sub	\$135.64	2017-18
i.	Ashleigh Malec	LCHS	Class Sponsor Sub	\$135.64	2017-18
D.	<u>Employment – Volunteer Positions*</u>				
a.	Payton Jordan	ACHS	Boys Volleyball		2017-18
b.	Kaylee Price	ACHS	Soccer		2017-18
E.	<u>Employment – Summer School*</u>				
a.	Jamie Atkinson	ACHS	ESY (4 hrs day/16 days)	\$49.98/hr	2017-18

	<u>NAME</u>	<u>SCHOOL</u>	<u>POSITION</u>	<u>RATE/LEVEL</u>	<u>EFFECTIVE</u>
F.	<u>Resignation – Certified Staff*</u>				
a.	Matt Jones	ACHS	Dean		end 2017-18
b.	Chris Waters	ACHS	Special Ed Dept. Chair		end 2017-18
c.	Cassandra Buchignani	ACHS	English		end 2017-18
G.	<u>Resignation – Increment Positions*</u>				
a.	Joseph Crowell	LCHS	Football Coach		end 2017-18
H.	<u>Request for Extended Sick Leave*</u>				
a.	Jennifer Nolde	Dist	Asst Supt		1/16-1/26/18
b.	Jaclyn DeCaro	ACHS	Teacher		2/14-2/27/18
c.	Bradford Hubbard	Dist	Asst Supt		3/14-3/30/18

Mr. Sobczak exited.

Mr. Guttschow presided over the meeting.

Request for Extended Sick Leave

Wanda Sobczak	ACHS	Nurse	1/9-undetermined
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Mr. Pagni moved the Board approve the Request for Extended Sick Leave for Wanda Sobczak. Second by Mr. Winkler.

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

Mr. Sobczak re-entered the room.

**FINANCE/BUSINESS**

FOIAs\*

Four FOIAs were received and responded to.

Approval of Bills and Payroll\*

Fund 10 - Education	\$3,296,637.13
Fund 20 – Building	\$370,106.50
Fund 30 – Debt Services	\$590.59
Fund 40 – Transportation	\$258,295.48
Fund 50 – IMRF/Social Security	\$60,346.56

**REPORT FROM THE BUSINESS OFFICE**

Food Service Mid-Year Information

Ms. Nolde gave a mid-year food service summary for 2017-18.

Transportation Contract Renewal

Ms. Nolde stated the District is on a year-to-year contract with Durham. Durham has proposed an increase of 6% due to the difficult times finding qualified drivers and the unemployment rate decreasing. The approximate increase will cost approximately \$139,000. The transportation contract will be recommended for approval at the March 15, 2018 board meeting.

ACHS Generator Bid

The District needs to install a generator at Antioch Community High School to power the front offices and computer room during a power outage.

Mr. Winkler moved the Board approve the bid of Carey Electric, in the amount of \$192,496, for the installation of a generator at ACHS as recommended. Second by Mr. Guttschow.

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

ACHS Temperature Control Upgrade Bid

Mr. Guttschow moved the Board accept the base bid and alternate, of McDonough Mechanical, in the amount of \$281,600 for the ACHS Temperature Control Upgrade Project. Second by Mr. Winkler.

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

**GOVERNANCE**

Board Policies – Second Reading

The following policies were presented at the February meeting and were recommended for approval.

- 2:260 Uniform Grievance Procedure
- 4:15 Identity Protection
- 4:110 Transportation
- 4:150 Facility Management and Building Programs
- 4:170 Safety
- 5:20 Workplace Harassment Prohibited
- 5:90 Abused & Neglected Child Reporting
- 5:100 Staff Development Program
- 5:200 Terms & Conditions of Employment & Dismissal
- 5:220 Substitute Teachers
- 5:240 Suspension
- 5:290 Employment Termination & Suspensions
- 6:50 School Wellness
- 6:60 Curriculum Content
- 6:150 Home & Hospital Instruction
- 6:300 Graduation Requirements
- 6:310 High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students
- 6:340 Student Testing & Assessment Program
- 7:10 Equal Educational Opportunities
- 7:15 Student & Family Privacy Rights
- 7:20 Harassment of Students Prohibited
- 7:70 Attendance and Truancy
- 7:180 Prevention of and Response to Bullying, Intimidation & Harassment
- 7:190 Student Behavior
- 7:250 Student Support Services
- 7:270 Administering Medicines to Students
- 7:275 Orders to Forgo Life Sustaining Treatment
- 7:305 Student Athlete Concussions and Head Injuries
- 7:340 Student Records

COMMUNITY HIGH SCHOOL DISTRICT 117  
 BOARD OF EDUCATION MINUTES  
 Thursday, February 15, 2018

Mr. Pagni moved the Board approve the changes to the above board policies as presented. Second by Mr. Vickers.

Voice Vote: Ayes: 7 Nays: None Absent: 0 Motion carried.

Board Policy Review – Section 3 – Administration and Section 5 - Personnel  
 Superintendent McKay highlighted the policies that are most frequently referenced within Section 3 – Administration; and Ms. Nolde highlighted policies in Section 5 – Personnel.

Resolution to Rename the Community Room at the Antioch-Lake Villa Administrative Center  
 Mr. Guttschow moved the Board adopt the resolution to rename the Community Room at the Antioch-Lake Villa Administrative Center to the Stephen D. Smouse Hall as presented. Second by Mr. Pagni.

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

Summer School Offerings 2018  
 Dr. Hubbard described the offerings for summer school 2018.

Reinstatement/New Club Approval  
 Mr. Winkler moved the Board approve the reinstatement of Ski/Snowboarding Club at LCHS; and approve the new club Mock Trial Club at LCHS recommended. Second by Mr. Pagni.

Voice Vote: Ayes: 7 Nays: None Absent: 0 Motion carried.

Field Trips (Overnight)  
 Mr. Winkler moved the Board approve the field trips as presented. Second by Mr. Pagni.

- ACHS – Girls Basketball to Coal City & Morris June 11-13 or June 18-20, 2018 for summer basketball tournament
- ACHS – Girls Basketball to Coal City January 18-19, 2019 for MLK Basketball Tournament
- ACHS – Baseball to Jacksonville, IL March 23-25, 2018 for Baseball games

Voice Vote: Ayes: 7 Nays: None Absent: 0 Motion carried.

School Board Governance Recognition Application  
 Superintendent McKay has completed the majority of the application for School Board Governance Recognition. An IASB representative will conduct the June meeting which will be the follow-up to the Board Self-Evaluation. The School Board Governance Recognition application will be submitted after the June meeting with hopes of achieving the School Board Governance Recognition at the Fall Division Dinner Meeting.

Future Board of Education Meetings

Mr. Vickers moved the Board cancel the March 1, 2018 meeting, and move the June meeting to June 13, 2018 as recommended.

Voice Vote:           Ayes: 7           Nays: None           Absent: 0   Motion carried.

**QUESTIONS/COMMENTS – BOARD MEMBERS**

Mr. Winkler inquired if there will be a review of safety protocol due to the shooting at the Marjory Stoneman Douglas High School in Florida. Superintendent McKay discussed the safety training that was done at LCHS the previous summer with several First Responders. Currently the District uses Naviance, which gives the police full view inside the building. Another program “ALICE” is being considered. This training may be implemented within the next few years.

Mrs. Jacobs commended the students as emcees at the You Make a Difference Breakfast at ACHS.

Superintendent McKay noted the Spring Lake Division Dinner on March 14<sup>th</sup>. If anyone is interested in attending, please notify the District Office so reservations can be made.

**CLOSED SESSION**

At 8:35 pm Mr. Vickers 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: Vickers, Guttschow, Ipsen, Jacobs, Pagni, Winkler, Sobczak  
Nays: None   Absent: None   Motion Carried.

Motion to Come out of Closed Session

At 9:01 pm Mr. Guttschow moved the Board come out of Closed Session. Second by Mrs. Ipsen.

Voice Vote:           Ayes: 7           Nays: None           Absent: None   Motion carried.

**ACTION AFTER CLOSED SESSION**

Personnel

Mr. Vickers moved the Board approve the extension of the contracts of Eric Hamilton, ACHS Principal, and David Newberry, LCHS Principal as presented. Second by Mr. Winkler.

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

**ADJOURNMENT**

At 9:05 pm Mr. Pagni moved the February 15, 2018 meeting of Community High School District 117 Board of Education be adjourned. Second by Mr. Winkler.

Voice Vote:           Ayes: 7           Nays: None           Absent: None           Motion carried.

The meeting adjourned at 9:06 pm.

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President

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Secretary

**RECOGNITION OF STEPHEN D.SMOUSE AND DIRECTION TO  
RENAME THE COMMUNITY ROOM AT THE ANTIOCH-LAKE VILLA  
ADMINISTRATIVE CENTER IN HIS HONOR**

Whereas, Stephen D. Smouse, has lived in Antioch Township for 61 years and with his Wife Gerianne and raised their daughter Casy (Richard) Hafferkamp, and

Whereas, Stephen D. Smouse has served as Supervisor of Antioch Township for the past 18 years, and prior to that served as Township Trustee, Steve also served as President of Antioch Hillside Cemetery Association, member of the Antioch Historical Society, 25 year member of the Antioch Rotary Club, 22 year member and paramedic for the Antioch Rescue Squad, member of the Antioch Plan Commission, the Antioch Arbor Day Committee, the Antioch Jaycees, Friends of the Antioch Library and many other professional organizations; and

Whereas, under the tenure of Stephen D. Smouse, in 2001 Antioch Township constructed and moved to the Antioch- Lake Villa Administrative Center through a shared intergovernmental agreement with Lake Villa Township and Community High School District 117; and

Whereas, Stephen D. Smouse has been a driving force in the improvement of the quality of life in our community as well as in the construction and operation Antioch-Lake Villa Administrative Center, and

Whereas, it would be an appropriate and deserving recognition and tribute to rename the main community room at the Antioch-Lake Villa Administrative Center to the STEPHEN D. SMOUSE HALL, and

Be It Therefore Resolved That, the Community High School District 117 recognizes and honors Stephen D. Smouse as a friend, dedicated servant to our community and supports the renaming the main community room at the Antioch-Lake Villa Administrative center to the STEPHEN D. SMOUSE HALL.

ADOPTED by Community High School District 117 Board of Education this 15<sup>th</sup> day of February, 2018.

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President

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Secretary

*Sandy Jacobs*