

LIBERTYVILLE ELEMENTARY SCHOOLS
District No. 70
Libertyville, Illinois

September 23, 2019

The regular meeting of the Board of Education District No. 70, Lake County, Illinois, was held at the ERC on Monday, September 23, 2019. The meeting was called to order at 7:01 p.m. by Mr. Tom Vickers, Board President.

The following members answered present at roll call: Mr. Coughlin, Mr. Grote, Dr. Krummick, Mrs. Lucke, Mrs. Schilling, and Mr. Vickers.

Absent: Ms. Kennedy.

Also present: Dr. Barbini, Dr. Valentin, Dr. Bean, Dr. Youngman, Dr. Otto, Mr. Andrievsky, Robin Kollman, and guests.

APPROVAL OF MINUTES

Motion was made by Dr. Krummick, seconded by Mrs. Lucke, that the Board of Education approve the minutes of the Committee of the Whole Meeting of August 26, 2019, the Budget Hearing of August 26, 2019, and the Regular Meeting of August 26, 2019, and that they become part of the formal District 70 records. All in favor. Motion carried.

FINANCE REPORTS

Motion was made by Mrs. Schilling, seconded by Mr. Coughlin, that the Board of Education approve the bills listed and presented for payment in the following amounts:

A. EDUCATION	\$ 172,630.58
B. OPERATIONS/MAINTENANCE	\$ 204,629.31
C. DEBT SERVICE	\$
D. TRANSPORTATION	\$ 72,610.00
E. MUNICIPAL RETIREMENT	\$
F. CAPITAL PROJECTS FUND	\$ 1,654,350.00
G. IMPREST	\$ 4,337.12

On roll call vote: ayes – Mr. Coughlin, Mr. Grote, Dr. Krummick, Mrs. Lucke, Mrs. Schilling, and Mr. Vickers. Absent – Ms. Kennedy. Nays - None. All in favor. Motion carried.

Motion was made by Mrs. Schilling, seconded by Mr. Grote, that the Board of Education approve the payroll requests for the month of AUGUST 2019:

AUGUST 2019

A. EDUCATION	\$ 251,397.56
B. OPERATIONS/MAINTENANCE	\$ 110,159.48
C. TRANSPORTATION	
 TOTAL PAYROLL	 \$ 361,557.04

On roll call vote: ayes – Mr. Grote, Dr. Krummick, Mrs. Lucke, Mrs. Schilling, Mr. Vickers and Mr. Coughlin. Absent – Ms. Kennedy. Nays - None. All in favor. Motion carried.

PRESENTATIONS FROM THE FLOOR

There were no formal requests for presentations from the floor.

REPORT FROM DR. MATT BARBINI

Dr. Barbini reported on the following:

A. D70 Safety Committee

Safety is the foundation that everything we do as educators is built upon. As such, an on-going commitment to continuous growth and improvement in this area is necessary.

It is with this in mind that the D70 Safety Committee was formed for the 2019-2020 school year. The D70 Safety Committee is comprised of a variety of key stakeholders including: parents, teachers, a school nurse, building and central office administrators, our school resource officer (SRO), and first responders.

The D70 Safety Committee met on Thursday September 19, 2019. Items discussed included:

- existing safety practices (e.g., required drills, and annual crisis plan review with administration and first responders);
- existing safety features in our facilities such as video cameras, visitor management software (e.g., Raptor), installation of 3M ballistic film on windows, etc.;
- focus areas for the 2019-2020 school year were identified including:
 - Preparing to implement ALICE next school year;
 - The formation of violence prevention and threat assessment teams at the school and district levels. Policy language will be introduced this evening for first reading regarding the same;
 - Professional development for nurses to use the Stop The Bleed kits that were given to each school in D70 by the Lake County Regional Office of Education.

The D70 Safety Committee will meet two more times during the 2019-2020 school year and will be an annual standing committee moving forward.

Membership on the D70 Safety Committee Includes:

Asst. Supt. Dr. Kurt Valentin, D70 SRO Rachel Heyde, Police Chief Clint Herdegen, Deputy Police Chief Ed Roncone, Fire Chief Rich Carani, Director of Human Resource Dr. Tom Bean, D70 Director of Special Services Dr. Chris Otto, D70 Public Relations Facilitator Robin Kollman, Supervisor of Facilities and Maintenance Dan Gilbert, Family Association District 70 President Michelle Sieks, Butterfield Second VP Megan Huber, Butterfield Principal Dr. Candice Kehoe, Highland Middle School Asst. Principal Elizabeth Davis, LEA President and Rockland teacher Cheryl Crenshaw, LEA Vice President and Adler Park first grade teacher Ashley Zeinz, D70 Certified School Nurse and Adler Park nurse Kathy Panov, and Adler Park kindergarten teacher Sue Wisek.

This is a dedicated group of stakeholders who are focused on continuously improving in the area of safety for our students and staff!

B. Recruitment and Selection Update Director of Finance and Operations

Dr. Valentin has served D70 (and D68) with distinction. His upcoming retirement on June 30, 2020 will leave a void in a position of critical importance to the organizational and financial health of D70. This is a critical recruitment and selection effort that requires a multi-dimensional approach to inform my recommendation to the school board.

Screening interviews with the D70 cabinet (Mr. Andrievsky, Dr. Bean, Mrs. Kollman, Dr. Otto and Dr. Youngman) have begun. We interviewed one candidate last week and have three other candidates that will be interviewed on September 26, 2019. These screening interviews will be used to identify finalists to participate in stakeholder interviews.

Interviews with finalists will be taking place on October 3, 2019 beginning at 4:00 p.m. with a group of stakeholders consisting of parents, school board members, teachers, and principals. President Vickers and Vice President Schilling will be the school board representatives for this process. Thank you to both Tom and Wendy for their participation in this important process!

A successful candidate will be recommended to the school board for the October 28, 2019 meeting. Originally, this recommendation was going to take place during the November 25, 2019 school board meeting. The timeline has been moved up due to competition that exists between school districts to recruit and select the best candidate given that a number of similar positions that are open in other school districts due to retirements (e.g., Wauconda 118, Grayslake 127, Community Consolidated School District 15, etc.).

C. Friday the 13th

The decision to close school on September 13, 2019 was not made lightly and was done to ensure the safety of our students, families, and staff.

Dr. Barbini made the decision based on the following factors:

1. Dr. Valentin called Dr. Barbini at 5:15 a.m. to inform him that the power at Butterfield Elementary School was out and that ComEd gave Mr. Dan Gilbert an estimated time to restore power at Butterfield Elementary School of 6:15 a.m. Needless to say, ComEd did not hit this mark. They decided, at the time, the best course of action was to monitor the situation given that we had a restore time well before the start of school.
2. In a separate call, Dr. Valentin informed him around 5:45 a.m. that approximately 1 inch of water was in the lower level of Highland Middle School (HMS) affecting several classrooms. Dr. Valentin and Mr. Dan Gilbert mobilized a team of buildings and grounds personnel to begin remediating this issue. Dr. Valentin would later go to HMS to assist with this effort. These classes would have had to been relocated to other spaces in HMS in the event that school would have stayed open on September 13. Dr. Valentin also informed him that Lakeside Transportation was experiencing delays due to road closures and flooding which would have impacted the timely pick up and arrival of our students to all schools in D70.
3. Dr. Barbini walked Butterfield Elementary School with Dr. Candice Kehoe and Mr. Steve Feldman prior to 6:30 a.m. The interior of the school was completely dark including 5-8 interior classrooms with no windows to get natural lighting. Two of these rooms are used for special education programs with students with significant needs.
4. In a conference call with Mr. Dan Gilbert, Dr. Valentin, Dr. Kehoe, and Mr. Feldman around 6:30 a.m., Dr. Barbini was informed that ComEd was working on finding and resolving the issue to restore power to Butterfield and approximately 400 other customers in the area and that their revised estimate to restore power was anywhere from 5 minutes to 5 hours. During the conference call, Dr. Kehoe informed him that Champions cannot run without lighting as a part of their charter.

Dr. Barbini made the decision to cancel school during this conference call and sent out mass notifications to our parent and staff communities prior to 7:00 a.m. Naturally, the power went back on shortly after this communication took place...Murphy's Law in action.

He did not believe it would be prudent to reverse the decision because of transportation delays, the disruption that relocating the classrooms at HMS would cause, the fact that when power was restored we had to manually restore internet and phone functionality, and I couldn't rely on the power issue at Butterfield not being an issue throughout the day.

HMS had fans going in the affected hallways and classrooms throughout the entire weekend. Water damage was minimal at HMS in these spaces and classes resumed on Monday in said spaces.

No other damage as a result of the storms was reported.

Cabinet met on Monday September 16, 2019 to complete a plus/delta on this for the purposes of continuous growth and improvement. Plus: buildings and grounds assembled and responded quickly to remediate the flooding at HMS; and, school messenger was successfully used to send out a mass notification. Delta/continuous growth and improvement: decision to close occurred after the start of Champions (at 6:00 a.m.); the decision was made and communicated out later than what was ideal for families to get childcare situated; expanded the number of cabinet members who can send a mass communication out from two (superintendent and director of technology) to three (superintendent, director of technology, and public relations facilitator) and had a training with School Messenger regarding the same last week; and, a small number of parents and staff did not receive the mass notifications and we are working on remedying this.

FOIA REQUESTS

Freedom of Information Act reflected that Mr. Steve Smart of IBEW Local 150 a copy of the signed contract for Libertyville SD Bid Package #2-202016-HVAC-03 Controls Upgrade with AB controls, copy of the subcontract for install between AB Controls and Orbitel Group who provided the install, copy of certified payroll for both AB Controls and Orbitel Group for the months of May, June, July, August 2019, copy of all payments made to AB Controls and Orbitel Group from May 1, 2019 thru September 9, 2019 and copy of all invoices from AB Controls and Orbitel Group from May 1, 2019 thru September 8, 2019. Also, a request was made by Libertyville resident Mr. Jonathan Moore seeking a summary of the District 70 Six Day Enrollment figures for the 2019-2020 school year, as well as the K-5 enrollment counts for each of the elementary schools.

PERSONNEL REPORT

Motion was made by Mrs. Lucke, seconded by Mr. Grote, that the Board of Education approve personnel recommendation contained in this Board Report No. 7.1A.

NEW EMPLOYMENT: **Tiffany Nemuras**, Paraeducator at Highland, effective September 9, 2019; **Kim Kimpler**, Learning Center Clerk at Highland, effective September 16, 2019; **Rachel Clark**, Lunchroom and Playground Supervisor at Rockland, 2019-2020 school year; **Jennifer Cooper**, Lunchroom and Playground Supervisor at Adler, 2019-2020 school year; **Nicole Johnson**, Lunchroom and Playground Supervisor at Copeland, 2019-2020 school year; **Adrienne Mulvaney**, Lunchroom and Playground Supervisor at Adler, 2019-2020 school year. **FMLA:** **Breehan Davidson**, Math Teacher at Highland, affirming letter received August 27, 2019, effective on or about November 25, 2019, for twelve (12) weeks; **Beth Buttlere**, 4th Grade Teacher at Butterfield, affirming letter received August 27, 2019, effective on or about October 28, 2019, for eight (8) weeks; **Samantha DeRose**, Language Arts and Literature Teacher at Highland, affirming letter received September 6, 2019, effective on or about December 13, for ten (10) weeks.

Page Six

Board of Education – September 23, 2019

On roll call vote: ayes – Dr. Krummick, Mrs. Lucke, Mrs. Schilling, Mr. Vickers, Mr. Coughlin and Mr. Grote. Absent – Ms. Kennedy. Nays - None. All in favor. Motion carried.

APPROVAL OF CHANGES TO POLICIES

No policies were scheduled for approval this month.

BOARD MEMBER ESTIMATED EXPENSE APPROVAL ACTION ITEM

A. Triple I Conference

Motion was made by Mrs. Schilling, seconded by Coughlin, that the Board of Education approve estimated expense to attend the Triple I Conference in November for Board President, Tom Vickers, in the amount of \$1446.08, as presented.

On roll call vote: ayes – Mrs. Lucke, Mrs. Schilling, Mr. Coughlin, Mr. Grote and Dr. Krummick. Mr. Vickers abstained recusing himself to vote. Absent – Ms. Kennedy. Nays - None. All in favor. Motion carried.

Motion was made by Mr. Vickers, seconded by Mr. Coughlin, that the Board of Education approve estimated expense to attend the Triple I Conference in November for Board Vice-President, Wendy Schilling, in the amount of \$1483.81, as presented.

On roll call vote: ayes – Mr. Coughlin, Mr. Grote, Dr. Krummick, Mrs. Lucke and Mr. Vickers. Mrs. Schilling abstained recusing herself to vote. Absent – Ms. Kennedy. Nays - None. All in favor. Motion carried.

Motion was made by Mrs. Schilling, seconded by Mr. Grote, that the Board of Education approve estimated expense to attend the Triple I Conference in November for Board Secretary, Chris Coughlin, in the amount of \$1433.00 as presented.

On roll call vote: ayes – Mr. Grote, Dr. Krummick, Mrs. Lucke, Mrs. Schilling and Mr. Vickers. Mr. Coughlin abstained recusing himself to vote. Absent – Ms. Kennedy. Nays - None. All in favor. Motion carried.

Motion was made by Mrs. Schilling, seconded by Mr. Coughlin, that the Board of Education approve estimated expense to attend the Triple I Conference in November for Board Member, Marc Grote, in the amount of \$1433.00, as presented.

On roll call vote: ayes – Dr. Krummick, Mrs. Lucke, Mrs. Schilling, Mr. Vickers and Mr. Coughlin. Mr. Grote abstained recusing himself to vote. Absent – Ms. Kennedy. Nays - None. All in favor. Motion carried.

Motion was made by Mrs. Schilling, seconded by Mr. Coughlin, that the Board of Education approve estimated expense to attend the Triple I Conference in November for Board Member, Maura Kennedy, in the amount of \$1433.00, as presented.

On roll call vote: ayes – Mrs. Lucke, Mrs. Schilling, Mr. Vickers, Mr. Coughlin and Dr. Krummick. Absent – Ms. Kennedy. Nays - None. All in favor. Motion carried.

Motion was made by Mrs. Schilling, seconded by Mr. Coughlin, that the Board of Education approve estimated expense to attend the Triple I Conference in November for Board Member, Amie Krummick, in the amount of \$1389.00, as presented.

On roll call vote: ayes – Mrs. Lucke, Mrs. Schilling, Mr. Vickers, Mr. Coughlin and Mr. Grote. Dr. Krummick abstained recusing herself to vote. Absent – Ms. Kennedy. Nays - None. All in favor. Motion carried.

Motion was made by Mrs. Schilling, seconded by Mr. Coughlin, that the Board of Education approve estimated expense to attend the Triple I Conference in November for Superintendent, Dr. Matt Barbini, in the amount of \$1433.00, as presented.

On roll call vote: ayes – Mrs. Schilling, Mr. Vickers, Mr. Coughlin, Mr. Grote and Dr. Krummick. Absent – Ms. Kennedy. Nays - None. All in favor. Motion carried.

Motion was made by Mrs. Schilling, seconded by Mr. Coughlin, that the Board of Education approve estimated expense to attend the Triple I Conference in November for Assistant Superintendent/CSBO, Dr. Kurt Valentin, in the amount of \$637.00, as presented.

On roll call vote: ayes - Mrs. Schilling, Mr. Vickers, Mr. Coughlin, Mr. Grote, Dr. Krummick and Mrs. Lucke. Absent – Ms. Kennedy. Nays - None. All in favor. Motion carried.

B. Lake Division Meeting

Motion was made by Mrs. Schilling, seconded by Mr. Coughlin, that the Board of Education approve estimated expense to attend the Lake Division Meeting in October for Board Member, Amie Krummick, in the amount of \$39.00, as presented.

On roll call vote: ayes – Mrs. Lucke, Mrs. Schilling, Mr. Vickers, Mr. Coughlin and Mr. Grote. Dr. Krummick abstained recusing herself to vote. Absent – Ms. Kennedy. Nays - None. All in favor. Motion carried.

Motion was made by Mrs. Schilling, seconded by Mr. Coughlin, that the Board of Education approve estimated expense to attend the Lake Division Meeting in October for Board Secretary Pro-Tem, Linda Lucke, in the amount of \$39.00, as presented.

On roll call vote: ayes – Mr. Vickers, Mr. Coughlin, Mr. Grote, Dr. Krummick and Mrs. Schilling. Mrs. Lucke abstained recusing herself to vote. Absent – None. Nays - None. All in favor. Motion carried.

Motion was made by Mrs. Schilling, seconded by Mr. Coughlin, that the Board of Education approve estimated expense to attend the Lake Division Meeting in October for Board Member, Marc Grote, in the amount of \$39.00, as presented.

On roll call vote: ayes – Dr. Krummick, Mrs. Lucke, Mrs. Schilling, Mr. Vickers and Mr. Coughlin. Mr. Grote abstained recusing himself to vote. Absent – Ms. Kennedy. Nays - None. All in favor. Motion carried.

Motion was made by Mrs. Schilling, seconded by Mr. Coughlin, that the Board of Education approve estimated expense to attend the Lake Division Meeting in October for Superintendent, Dr. Matt Barbini, in the amount of \$39.00, as presented.

On roll call vote: ayes – Mrs. Schilling, Mr. Vickers, Mr. Coughlin, Mr. Grote and Dr. Krummick. Absent – Ms. Kennedy. Nays - None. All in favor. Motion carried.

Motion was made by Mrs. Schilling, seconded by Mr. Coughlin, that the Board of Education approve estimated expense to attend the Lake Division Meeting in October for Board Member, Maura Kennedy, in the amount of \$39.00, as presented.

On roll call vote: ayes – Mrs. Lucke, Mrs. Schilling, Mr. Vickers, Mr. Coughlin and Dr. Krummick. Absent – Ms. Kennedy. Nays - None. All in favor. Motion carried.

Motion was made by Mrs. Schilling, seconded by Mr. Coughlin, that the Board of Education approve estimated expense to attend the Lake Division Meeting in October for Board President, Tom Vickers, in the amount of \$39.00, as presented.

On roll call vote: ayes – Mrs. Lucke, Mrs. Schilling, Mr. Coughlin, Mr. Grote and Dr. Krummick. Mr. Vickers abstained recusing himself to vote. Absent – Ms. Kennedy. Nays - None. All in favor. Motion carried.

Motion was made by Mrs. Schilling, seconded by Mr. Coughlin, that the Board of Education approve estimated expense to attend the Lake Division Meeting in October for Board Vice-President, Wendy Schilling, in the amount of \$39.00, as presented.

On roll call vote: ayes – Mr. Coughlin, Mr. Grote, Dr. Krummick, Mrs. Lucke and Mr. Vickers. Mrs. Schilling abstained recusing herself to vote. Absent – Ms. Kennedy. Nays - None. All in favor. Motion carried.

APPROVAL OF RESOLUTION FOR DETERMINATION OF PROPERTY TAXES TO BE LEVIED

Motion was made by Mrs. Schilling, seconded by Mr. Coughlin, that the Board of Education approve the determination of property taxes to be levied for the 2019 Tax Levy.

On roll call vote: ayes – Mr. Coughlin, Mr. Grote, Dr. Krummick, Mrs. Lucke and Mr. Vickers. Mrs. Schilling abstained recusing herself to vote. Absent – Ms. Kennedy. Nays - None. All in favor. Motion carried.

FIRST READING OF CHANGES TO POLICIES

First Reading/Changes of Policy, include New Policy 4:190 Operational Services: Targeted School Violence Prevention Program and Revisions on Policies 5:230 Professional Personnel: Maintaining Student Discipline, 7:180 Students: Prevention of and response to Bullying, Intimidation and Harassment and 7:250 Students: Student Support Services.

BUILDINGS AND GROUNDS UPDATE

Dan Gilbert, Supervisor of Maintenance and Facilities, shared a brief update on District 70 maintenance projects, plans and development for school sites. Topics included:

- Upgrade bathrooms and tuckpointing at Rockland School possibly next summer
- Finishing LED lighting throughout the district
- Storm water management at all D70 schools

ADMINISTRATION/TEACHER AND IMRF 2017 - 2018 SALARY REPORT

The Board of Education was formally presented an Administrator and Teacher Salary Report per Sections 10-20.47 and 34-18.38 of the Illinois School Code. Both Classified and Non-Classified (TRS and IMRF) data is made available for Board of Education reference and is posted on the District 70 website.

DATA SERVICES SPECIALIST

Dr. Barbini shared a recommendation regarding the need to recruit and select a Data Services Specialist to focus on state reporting and PowerSchool, D70's student information system. This position will be posted so that recruitment and selection can begin and a successful candidate be presented to the School Board in the late fall or early winter of 2019.

BOARD OF EDUCATION COMMITTEE AND PROFESSIONAL DEVELOPMENT REPORT 9.1

The following was discussed and shared:

- A. Vice-President, Mrs. Schilling, will be attending the Delegate Assembly in the

November Triple I Conference. encouraged all members to read the report and complete the ballot/form enclosed on items set for approval during the November session. Board members received a copy of the IASB 2018 Resolutions Committee Report.

- A. Board Secretary Pro-Tem, Mrs. Lucke attended a meeting at SEDOL with Board Member, Ms. Kennedy. Topics discussed involved ways of resolving problems internally, significant staff shortage and no backups affecting teachers and paraprofessional staff, ongoing recruitment and training.
- B. As an ED-RED Liaison, Mrs. Lucke also participated in a recent meeting and discussion included shortage of teachers.

BOARD OF EDUCATION CORRESPONDENCE

None at this time.

OTHER

- A. As a reminder, Lake Division meeting is scheduled October 29th to be held at Wauconda High School. Six board members and Dr. Barbini will be attending.

ADJOURNMENT

Motion was made by Mr. Coughlin, seconded by Dr. Krummick, that the Board of Education adjourn the meeting at 8:36 p.m. All in favor. Motion carried.

Respectfully submitted,

Tom Vickers, Board President

Chris Coughlin, Board Secretary