

**Minutes of the Meeting of the Board of Education
Willow Springs Consolidated School District No. 108
Tuesday, March 22, 2022
Willow Springs School Library**

Call to Order

Meeting called to order at 6:30 p.m.

Roll Call

Members present: Weeg, Hawkins(6:39), Anderson, Mierop(6:33) and Nunez(6:36)
Administration: Superintendent Bahn & Principal Oreluk

Pledge of Allegiance

The Pledge of Allegiance was led by President, Mary Ellen Weeg.

Public Comment

Community members are invited to share their questions, comments or concerns with the school Board. When speaking, citizens should state their name and address for the record and limit their presentation to three minutes. All comments are a matter of public record and as such will be documented and recorded. Where possible, the Board will answer factual questions immediately. A written response may be provided when information is not available. If a response would involve discussion of board policy or decisions which might be of interest to citizens not present at the meeting, the Board may place the item on a future meeting agenda.

Additionally, board policy 2:230 permits the Board President to shorten a person's opportunity to speak. "The President may also deny the opportunity to speak to a person who has previously addressed the Board on the same subject." (2:230)

Community members: Tiffany Carlisle; Vicki Buss; Laura Szymczyk; Adrian Gonzalez; David Bohac and Cindy Pena.

Teachers: Kim Cahill, Laura and Terri Baricovich, Deanna Swicionis, Sharon Conrad, Monica Dickman, Alyssa Ochenkowski, Nikki Theodoropoulos and Dena Brockob. Custodial Staff: Mary Sheehan.
Valerie Wacker took the minutes.

No comments from the public.

Board/Superintendent Announcements

Superintendent Bahn stated that the school offices will be closed on Monday, March 28th during spring break, due to ComEd taking down the power at 9am for a project in the area.

Financial Report and Tax Levy Discussion

Superintendent Bahn stated Nick Cavaliere from Baker Tilly will not attend the meeting tonight. The financial reports for the month of February 2022 were in the packets. The superintendent stated that finances are on track. Superintendent stated that due to tax property tax collections the revenue is up from February of 2021 \$267,000 and expenses are up about \$37,000. The Title 1 and SRT Grants have been approved.

The Audit was done in Early March. The superintendent will share the report with the Board next month and then he is looking to start designing the budget for the 2022-2023 school year.

Consent Agenda

The superintendent recommends the approval of the consent agenda.

Motion 22-064 by Weeg, seconded by Anderson as recommended by the superintendent for the approval of the consent agenda.

Consent #1

A copy of the Regular Board Meeting minutes February 22, 2022 were in the packet.

The superintendent recommends the approval of the minutes from the Regular Board Meeting on February 22, 2022 and the minutes from the Special Board Meeting on February 5, 2022.

Consent #2

The superintendent recommends the approval of the payroll and the approval of the bills in the amount of \$255,488.74 (7b), the reimbursement of the Imprest Fund in the amount of \$342.00 (7c) and approval of the Activity Fund balance of \$49,057.01 (7d) for the month of March 2022.

Consent #3

The superintendent recommends the approval of the financial report for the month of February 2022. Fund balances: Educational: \$4,404,444; Operations & Maintenance: \$119,779; Debt Service: \$457,693; Transportation: \$551,119; IMRF: \$158,487; Capital Projects: \$148,345; Working Cash: \$539,156; Tort: \$50,453; and Fire Prevention & Life Safety \$5. Roll Call Vote: Yeas: Weeg, Bohac, Anderson, and Mierop

Item 8 Action Items

None

9A Principal's Report

Principal Oreluk reported:

Read Across America was celebrated the beginning of March. Dr. Seuss (former Willow Springs Police Chief Sam Pulia) read Dr. Seuss books to the kindergarten through 2nd grade students. The kids loved it!

The Early Childhood students made Leprechaun traps.

Isaac Solis, student in 6th grade did an excellent book report on "Hatchet" for ELA. The report was in the Board packet.

Kindergarten is working on their Ocean Unit which is done during their Social Studies and Science Times.

Testing for the IL Assessment of Readiness, Illinois Science Assessment and NWEA Map will begin in April.

Candor Health, used to be Robert Crown, will hold classes via Zoom based on grade levels for 5th through 8th grades.

Office of the Illinois Attorney General will be doing an internet safety presentation for grades 3rd through 5th and then 6th through 8th grades.

D.A.R.E. lead by Officer Barbara Gagle, will have weekly sessions starting on April 7th for 5th grade with a graduation date of May 24th.

End of the Year events are being planned such as the Art Awards; Art Show; Band Concert; Jr High Trips; Dinner Dance; D.A.R.E Graduation; Kindergarten Step Up program; Field Day; Grade Level Picnics and The 8th grade Graduation Ceremony. Also in process of planning 5th grade Outdoor Ed.

Item 10 Information/Discussion Items

10A 2022-2023 Staffing Plan

The superintendent provided much information regarding the proposed staffing plan for the 2022-2023 school year in a prior memo to the Board. He also put additional information in the packet, including the total proposed FTE for 22-23 compared to 21-22, and estimated financial data related to these FTEs.

It is important to note that the Willow Springs 108 CBA calls for salary increase of 2.75% for the 22-23 school year, and we were recently informed by our health insurance cooperative that increases for HMO plans in year 22-23 will increase by 10.7%, and by 8.5% for PPO plans. Last year there was a decrease for these plans. These factors play the most significant role in changes to our expenditures for the 22-23 school year. The superintendent provided additional information and more detail during the meeting.

He shared additional information during closed session related to this plan, including estimated salary and benefit comparisons. He is asking for the same amount of staff, currently at 35.8%.

Item 10B Willow Springs 108 Annual Audit Update

The superintendent included two items for the Board's review. The first item was a copy of the Audit Report. The second was the annual Required Communication Letter from our auditors(Wipfli). There are no deficiencies reported. This year's audit was received much later than normal, and this was not unique to our district. He also included a copy of the annual audit in each packet. This was not discussed or reviewed at this meeting. The superintendent plans to have a member of our audit team present during the April meeting to answer any questions and share any necessary information.

Item 10C Grant Information Update

The superintendent spent a good amount of time on the phone with ISBE representatives regarding several grants for our district including the Title I, Title II, IDEA Pre-K, IDEA Flow through, and ESSER II grants. He has followed up with Nick from Baker Tilly and his team to confirm that these grants have been finalized and are available through the system. There were issues getting everything switched over from former superintendent Frank Patrick to him. Everything is switched over now and approved.

The ESSER II grant is one that will be available beyond this fiscal year. The total allocated amount for this grant is \$393,748.00. As with most grants, there are specific guidelines for use of these funds. It is our intention to utilize a significant portion of this allotment on much needed technology for our staff and classrooms. He has been and will continue to work with Paul Leonhardt to identify the appropriate devices, support, and warranty coverage. The superintendent is planning to place an order for some equipment prior to the end of this school year with the intention of utilizing it at the beginning of next school year. ESSER I was a smaller amount and ESSER III just came available so the superintendent and Nick from Baker Tilly will get it started.

The superintendent reached out to other districts regarding lunches. Right now they are all free but when that goes back to the students paying for lunch, he can it can go out for bid. Though private companies may not be interested in our school do to the size being smaller so bids might be a challenge. The question was asked if grants can subsidize the lunch program? Title grants have limitations to what you can spend them on. The superintendent will look into it further.

Item 10D Willow Springs 108 Strategic Plan

After last month's meeting, the superintendent reached out to a few different organizations that provide strategic planning support for school districts. He did not receive quotes back from two organizations (one shared that this work has shifted to another group that he has also reached out to). The idea was discussed of having an outside organization support us in the process and the superintendent is recommending the Consortium for Educational Change (CEC) because of his previous experience with this organization and strong belief in their work. They are currently working with Lyons Township High School to develop their strategic plan.

CEC – The superintendent provided the two-page proposal that CEC provided to him. Their cost on the proposal I \$16,900. He believes that he will be able to negotiate this figure down slightly as a result of him co-facilitating the process.

ERCA (now HYA) – The superintendent received emails from the other organization which stated:
Good Afternoon,

Thank you for reaching out to ECRA! I am copying this to Laurie Kimbrel of Hazard, Young, Attea and Associates (HYA). ECRA has transitioned all Strategic Planning projects to HYA. I will ask Laurie to connect with you to discuss your district's needs further. Have a great day!

Hi Steve,

As a former superintendent, I totally understand that you are in the early stages and just need an idea. We are known for customization and designing processes that meet the unique needs of schools and as such, prices do vary. A basic plan has the following elements and usually is about \$25,000. When you are ready for more information, please let me know. As a Chicago area firm, we are happy to help you set the stage for your planning, even if you decide to go in a different direction.

While the superintendent understands that these amounts are significant, he also believe that this something we should strongly consider. This cost of this process would be completely covered through the Title I grant and the rollover funds that were received this year.

At this point in the year, we may want to consider beginning this process in the fall. If the Board chooses to work with an outside organization, the superintendent will gladly reach out to see if we can begin ASAP but he is not sure if it is too late in the year. If the Board chooses to facilitate this process in-house, we will need to discuss the best time to do so.

Item 10E COVID Update

Shield testing has continued weekly. The results from these tests are included in the table provided in the packet. At the end of this past week we were notified of our first positive case in the past few weeks. The superintendent is pleased with the ongoing testing with Shields.

Item 10D AERO Update

Micki Bohac reported:

She did not attend the last AERO meeting though she knows they hired the new director in training.

11 Communications/Correspondence

None

Item 13 Items For Next Agenda

Willow Springs 108 Annual Financial Audit Report

The superintendent will talk to the Village about a stop sign on Nolton

Item 14 Closed Session

Request to conduct a Closed Session pursuant to Chapter 102, Paragraph 2 of the Statutes of the State of Illinois and as per board policy for the purpose(s) of discussing pending legal actions; the appointment, employment, and/or dismissal of an employee(s) and/or other matters governed by the above-stated Statutes therein as per motion to adjourn.

The superintendent requested to conduct a Closed Session pursuant to Chapter 102, Paragraph 2 of the Statutes of the State of Illinois and as per board policy for the purpose(s) of discussing student discipline and employment of specific employees and/or other matters governed by the above-stated Statutes therein.

Motion 22-065 by Anderson, seconded by Mierop to go into Closed Session at 7:13 p.m. with the purpose of discussing Staffing plan – discussion of individual teacher movement, salary/benefit information, and reallocation of staff resulting in program changes, Resolution for release of pre-tenured staff and student discipline and employment of specific employees and/or other matters governed by the above-stated Statutes therein.

Roll Call Vote: Yeas: Weeg, Bohac, Hawkins, Anderson, Mierop and Nunez

Motion 22-066 by Anderson, seconded by Weeg to go into Closed Session at 8:32 p.m.

Roll Call Vote: Yeas: Weeg, Bohac, Hawkins, Anderson, Mierop and Nunez

Item 15 Closing Actions

The superintendent recommends the approval of the 2022-23 Staffing Plan as presented.

Motion 22-067 by Bohac, seconded by Nunez for the approval of the 2022-23 Staffing Plan as presented.

Roll Call Vote: Yeas: Weeg, Bohac, Hawkins, Anderson, Mierop and Nunez

The superintendent recommends the approval of the Resolution Authorizing Notice of Dismissal as presented.

Motion 22-068 by Hawkins, seconded by Nunez for the approval of the Resolution Authorizing Notice of Dismissal as presented.

Roll Call Vote: Yeas: Weeg, Bohac, Hawkins, Anderson, Mierop and Nunez

Item 16 Adjournment

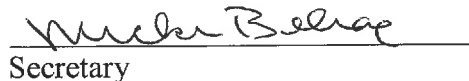
Motion 22-069: Adjournment at 8:35 pm

Motion made by, Bohac Seconded by Weeg

Hearing no objections so moved.



President



Secretary