

**WESTERN SPRINGS PUBLIC SCHOOLS  
BOARD OF EDUCATION, DISTRICT 101**

**DECEMBER 16, 2019  
REGULAR SESSION MINUTES**

**CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL**

Julie O'Connor, President, called the regular meeting of the Board of Education to order at 6:45 p.m., in the McClure Junior High School Library Learning Center, 4225 Wolf Road, Western Springs, Illinois 60558.

Ms. O'Connor led the Board of Education and those in the audience in the Pledge of Allegiance. Ms. O'Connor acknowledged the presence of Dr. Barnhart and Dr. Coffey.

On roll call, the following answered present: Meredith Adler, Meghan Cahill, Lisa Garvin, Kate Heit, Brett Lettiere, Julie O'Connor and Caitlin Sendaydiego.

**APPROVAL OF MINUTES**

Mrs. Garvin moved, seconded by Mrs. Adler to approve the minutes of the Regular and Closed Minutes from the meeting of November 14, 2019.

On roll call, the following voted yes: Meredith Adler, Meghan Cahill, Lisa Garvin, Kate Heit, Brett Lettiere, Julie O'Connor and Caitlin Sendaydiego.

**BOARD PRESIDENT'S REPORT**

Ms. O'Connor commented that Marty Scott, Director of Community Development for the Village of Western Springs, was invited to attend tonight's meeting to share information regarding the Tax Increment Financing (TIF) district proposal that is being voted on by the Village Board.

Ms. O'Connor shared that Betsy Allen of Miller Cooper, the District's external auditor, will attend the Board's January meeting to review and respond to questions regarding the FY 2019 audit. Each Board member has already received the first draft of the Management Discussion and Analysis (MD&A) and the Board will continue to move forward in completing this documentation.

**SUPERINTENDENT'S REPORT**

Dr. Barnhart referenced the multiple versions of the 2020-21 school year calendar that were included in each Board member's materials, including Draft D that incorporates the feedback received from the WSEA. The Board will discuss the calendar in more detail during the Other section of the meeting.

**WESTERN SPRINGS PUBLIC SCHOOLS  
BOARD OF EDUCATION, DISTRICT 101**

**DECEMBER 16, 2019  
REGULAR SESSION MINUTES**

Dr. Coffey announced that D101 staff member Lisa Grublesky earned her National Board Certification and the Board recognized her accomplishment with a round of applause.

Dr. Coffey shared that the District currently has 14 teachers with National Board Certification and another 18 D101 teachers who are actively pursuing this prestigious certification.

**ADJOURN TO LEVY HEARING**

Ms. O'Connor made a motion to adjourn the regular Board meeting and begin the Levy Hearing, and Mrs Garvin seconded the motion.

On roll call, the following voted yes: Meredith Adler, Meghan Cahill, Lisa Garvin, Kate Heit, Brett Lettiere, Julie O'Connor and Caitlin Sendaydiego.

**LEVY HEARING**

Dr. Barnhart reminded the Board that every December the District is required to submit our levy for the upcoming year to the Cook County Treasurer. The Finance Committee of the Board met previously to draft the levy proposal to be presented this evening.

Dr. Coffey began by pointing out that the capped increase portion of the annual extension is a known number, and is calculated by taking the 2018 annual extension and multiplying it by the 2019 Consumer Price Index (CPI) of 1.9%. Dr. Coffey reported that this is the "science" portion of the revenue picture as there are no annual strategies to be employed to increase local revenues capped by the CPI. Dr. Coffey continued on to share that the "art" portion of the tax levy involves the estimation of several factors, one being the amount of new property that will be taxable in the coming year. The Village has estimated this figure to be \$10 million, however, so as to capture all potential revenue from new property, we are using an estimation of \$12 million dollars. With each million dollars of new property essentially capturing approximately \$28,600 in revenue, we want to ensure that we don't underestimate this new property value, as any shortfalls due to this would be lost forever in compounding fashion.

Dr. Barnhart thanked Dr. Coffey for presenting the levy overview and shared that with \$12 million dollars in new property, the effect of the levy is a 1.9% increase in property taxes for existing home owners, with an additional new revenue amounting to up to 2.0% based on new property. He added that somewhere between 99.1 and 99.3 percent of our levy requests are received as actual revenues annually.

**WESTERN SPRINGS PUBLIC SCHOOLS  
BOARD OF EDUCATION, DISTRICT 101**

**DECEMBER 16, 2019  
REGULAR SESSION MINUTES**

Dr. Barnhart continued that the distribution of this revenue will be based on strategic priorities and current needs. For example, transportation costs for special education students has decreased based on D101 educating these students inside our schools. The amount allocated to the Education Fund needs to meet the rising salary and benefit expenses associated with the continued high level of teacher retention and new contract parameters. These costs are estimated to account for approximately 77 cents of every dollar expended in the upcoming fiscal year.

Overall our fund distribution priorities are the Education Fund, to focus on growing salary and benefits commitment, the Life Safety Fund to continue our focus on facility and safety improvements and the Working Cash Fund to assist in meeting our continuing debt service liability. Drs. Barnhart and Coffey concluded the levy presentation by asking if Board members had any questions on the proposed Levy.

Ms. O'Connor made a motion to return to the regularly scheduled Board meeting and Mrs. Garvin seconded.

On roll call, the following voted yes: Meredith Adler, Meghan Cahill, Lisa Garvin, Kate Heit, Brett Lettiere, Julie O'Connor and Caitlin Sendaydiego.

Ms. O'Connor introduced Marty Scott, Director of Community Development for the Village of Western Springs. Mr. Scott thanked Ms. O'Connor and shared some information about the Village of Western Springs and the creation of TIFs.

The Village began a planning process for downtown about 8 years ago, wanting to have public investment help in the redevelopment of aging downtown business buildings, as in ADA compliance and upgrading of building facades, to better recruit businesses to our Village. A TIF on the south side of the railroad tracks was created to do just that and was the impetus for the Foxford Station project. He shared that the Village Board will vote on the proposal to create a TIF on the north side of the tracks, potentially as early as tonight. This 23-year TIF will not bring more students to District 101, but if it did, there would be opportunities for the District to capture funding to offset related costs.

The boundaries for this new TIF are Hillgrove Avenue, from the west side of Field Park school to the 294 Tollway, essentially the Village's Public Works garage.

**WESTERN SPRINGS PUBLIC SCHOOLS  
BOARD OF EDUCATION, DISTRICT 101**

**DECEMBER 16, 2019  
REGULAR SESSION MINUTES**

Mr. Scott responded to various questions from the Board regarding the impact of the plans to the District.

**ACTION ITEMS**

**Approve 2019 Levy**

Mrs. Sendaydiego made a motion to approve 2019 Levy and Mrs. Adler seconded the motion. On roll call, the following voted yes: Meredith Adler, Meghan Cahill, Lisa Garvin, Kate Heit, Brett Lettiere, Julie O'Connor and Caitlin Sendaydiego.

**Approve Certified Staff**

Dr. Barnhart confirmed that the 0.60 FTE Speech Language Pathologist position is a newly created position.

Ms. O'Connor made a motion, seconded by Mrs. Garvin, to approve the following certified staff: Stacy McGowan, Long-term Kindergarten Substitute and Stacy Falls, Speech Language Pathologist.

On roll call, the following voted yes: Meredith Adler, Meghan Cahill, Lisa Garvin, Kate Heit, Brett Lettiere, Julie O'Connor and Caitlin Sendaydiego.

**Approve Non-Certified Staff**

Dr. Barnhart confirmed that the 2nd Grade Classroom Assistant at Field Park is a numbers assistant.

Mrs. Sendaydiego made a motion, seconded by Mrs. Heit, to approve the following non-certified staff: Carolyn Achepohl, Special Education Teaching Assistant (1.0); Amanda Grigsby, 2nd Grade Classroom Assistant (0.88) and Kathryn Harders, Nurse (.15).

On roll call, the following voted yes: Meredith Adler, Meghan Cahill, Lisa Garvin, Kate Heit, Brett Lettiere, Julie O'Connor and Caitlin Sendaydiego.

**Approve Leave of Absence**

Mrs. Garvin made a motion to approve the maternity leave request for Sarah Funk, 2nd Grade Teacher at Laidlaw. Ms. Cahill seconded the motion.

On roll call, the following voted yes: Meredith Adler, Meghan Cahill, Lisa Garvin, Kate Heit, Brett Lettiere, Julie O'Connor and Caitlin Sendaydiego.

**WESTERN SPRINGS PUBLIC SCHOOLS  
BOARD OF EDUCATION, DISTRICT 101**

**DECEMBER 16, 2019  
REGULAR SESSION MINUTES**

**BOARD OF EDUCATION REPORTS**

**Education Committee**

Mr. Lettiere, Education Committee Chair, reported positive response to the standards based report cards (SBR) which were sent home to parents the Friday prior to parent-teacher conferences. The consensus was that the information contained in the report cards made the conversations at parent-teacher conferences even more powerful.

The next steps for the SBR committee, as of now, will be to move toward the refinement phase with preparing “scenario cards” that will help capture authentic conversations among teachers about SBR topics and tweaking grade level handouts to help parents know what outcomes/targets/criteria can be expected each trimester.

Ms. O’Connor congratulated Dr. Coffey for her successful rollout of standards based reporting, and Mrs. Sendaydiego commented that the grade level handouts were very helpful.

**Building Committee**

Mrs. Adler, Building Committee Chair, FP library is moving along, slightly ahead of schedule.

**Finance Committee**

Mrs. Sendaydiego reported for the Finance Committee, bills were as expected, including transportation of First Student.

Mrs. Sendaydiego made a motion to approve the December 2019 expenditures and liabilities in the amount of \$1,577,228.46. Ms. O’Connor seconded the motion .

On roll call, the following voted yes: Meredith Adler, Meghan Cahill, Lisa Garvin, Kate Heit, Brett Lettiere, Julie O’Connor and Caitlin Sendaydiego.

Mrs. Sendaydiego reported the November 2019 Fund Balance was \$10,520,415.97.

**Policy/Legislative Committee**

Mrs. Heit, Policy/Legislative Committee Chair, reported that the new timing deadline for providing IEP documentation won’t go into effect until July 2020. This has little impact on

**WESTERN SPRINGS PUBLIC SCHOOLS  
BOARD OF EDUCATION, DISTRICT 101**

**DECEMBER 16, 2019  
REGULAR SESSION MINUTES**

D101 as we already execute this best practice. An emergency ban on isolated timeouts for students in schools was also passed in November.

**Communications Committee**

Mrs. Garvin, Communications Chair, noted that a Google document would be sent to the principals for the express purpose of capturing information for the end of the year newsletter.

**Educational Foundation**

Ms. Cahill, Board liaison for the Western Springs Foundation for Educational Excellence (WSFEE), reported that WSFEE is busy planning for the May 16, 2020 dinner dance.

WSFEE is also excited about the content, quality, and the messages they have received from D101 staff members who received R4I collaboration grants (D101 and Foundation) to renovate their classrooms/learning spaces. WSFEE plans to use these videos in advance of this year's Dinner Dance to ramp up parental support for contributing to the Foundation/extending WSFEE's commitment to supporting the R4I initiative. Videos will begin being forward to parents via Principal Weekly Messages starting in January. The next round of planning for R4I starts in earnest upon our return from Winter Break.

**CORRESPONDENCE**

Ms. O'Connor noted there was no correspondence in the Board's materials for review.

**ADJOURNMENT TO CLOSED SESSION**

At 7:30 pm, Ms. O'Connor requested a motion to adjourn to Closed Session for approximately 30 minutes to discuss personnel, legal, and negotiations matters. The Board will return to Open Session following Closed Session, and will check for any remaining attendees. Mrs. Garvin made a motion and Mr. Lettier seconded to adjourn to Closed Session. On roll call, the following voted yes: Meredith Adler, Meghan Cahill, Lisa Garvin, Kate Heit, Brett Lettiere, Julie O'Connor, and Caitlin Sendaydiego.

At 8:01 p.m. Mrs. Garvin moved to return to Regular Session. Mrs. Adler seconded the motion. On roll call, the following voted yes: Mrs. Adler, Ms. Cahill, Mrs. Garvin, Mrs. Heit, Mr. Lettiere, Ms. O'Connor, and Mrs. Sendaydiego.

A check of the McClure library resulted in no awaiting meeting attendees.

**WESTERN SPRINGS PUBLIC SCHOOLS  
BOARD OF EDUCATION, DISTRICT 101**

**DECEMBER 16, 2019  
REGULAR SESSION MINUTES**

**OTHER**

**Facility Updates**

Dr. Barnhart gave the Board a very brief update on the Field Park Library renovation project. As well, he shared with the Board that Kevin Kilcoyne, long-time HVAC consultant to District 101, announced that he would be retiring, effective January 1. This announcement was unexpected (he was expected to work for at least another year). Dr. Barnhart described some potential options/plans that he was considering, and discussion ensued. Dr. Barnhart agreed to share additional information on this topic as it materialized.

**Policy Discussion**

Dr. Barnhart overviewed for the Board the progress made on the multiple policy, procedure, and actions required following the many legislative changes adopted in Springfield this spring and summer. He informed members that the additional handful of outstanding issues to be closed on this front were already well underway. Board members had a number of comments and questions, and a short discussion ensued.

**Audit**

Ms. O'Connor reiterated the plans and timeline associated with reviewing and accepting the FY 2019 audit for the full Board. She reminded members that Betsy Allen, partner with Miller Cooper, would be presenting the audit at our January 16, 2020 meeting. Dr. Barnhart added that draft versions of the MD&A and final audit documents would be shared with Board members as they were received. The MD&A would likely be in hand within a few days and the full audit by year's end.

**2020-21 Calendar**

The Board engaged in a lengthy and interactive discussion surrounding next year's calendar. These discussions included consideration of WSEA feedback, how much mismatch with LTHS's calendar is appropriate, and options associated with the handling of winter weather days that need to be made up. In the end, Drs. Barnhart and Coffey were asked to create a new calendar draft that included the following elements:

- Moving the opening Teacher Institute day to the last week of August, creating a shortened, three-day school week for students
- Eliminating the January 4 day off of school
- Identifying April 2 (Good Friday/day of non-attendance) and February 15 (Teacher

Institute Day) as the first two days for make-ups should a winter weather day off necessitate. This change will minimize the need to roll school into the week of June 7,

**WESTERN SPRINGS PUBLIC SCHOOLS  
BOARD OF EDUCATION, DISTRICT 101**

**DECEMBER 16, 2019  
REGULAR SESSION MINUTES**

given the calendar's final day of school being Friday, June 4.

Dr. Barnhart noted that approval of next year's calendar would be included in the January BOE Meeting agenda.

**TIF Discussion**

The Board held a short interactive discussion regarding the proposed new TIF district in downtown Western Springs, per the presentation made earlier in the evening by Marty Scott. The Board expressed disappointment that they did not have the opportunity to provide feedback to the Village ahead of tonight's vote on the TIF district.

**Website and Communication**

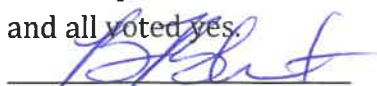
Dr. Barnhart shared with the Board that consideration is being given to changing our mass communication and website platform provider away from Blackboard. He shared that Blackboard's performance at interfacing with our Student Information System, PowerSchool, has underperformed since its adoption nearly three years ago. A cost effective competitor who comes with strong recommendations, Apptegy, is being considered. Apptegy has indicated they will wave nearly all of the \$12,000 set-up fee for a simple, annual commitment that rivals Blackboard's commitment, with far stronger references in its PowerSchool interfacing. A short interactive discussion followed.

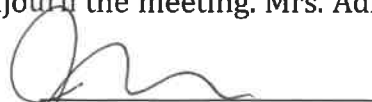
**Long-Term Facilities Discussion**

Dr. Barnhart led the Board through a lengthy and interactive discussion centered around the District's facility needs over a long-term time horizon – fifteen to twenty-five years. He centered this conversation around two main concepts, life expectancy of our current buildings – all of which are nearly seventy-plus years old, and financial realities associated with funding building-replacement needs. He shared our long-term current bond liabilities, anticipated debt service liability fund access in the future, and expected costs for building upgrades versus replacement. It was agreed that this consideration and conversation should continue over the next year to develop a more comprehensive understanding of needs and options.

**ADJOURNMENT OF REGULAR MEETING**

At 8:59 p.m. Ms. O'Connor moved to adjourn the meeting. Mrs. Adler seconded the motion, and all voted yes.

  
\_\_\_\_\_  
Brian T. Barnhart, Ph.D.  
Board of Education Secretary

  
\_\_\_\_\_  
Julie O'Connor  
Board of Education President