

**Proviso Township High Schools District 209
Board of Education**

Official Minutes of the Regular Meeting of the Board of Education of Proviso Township High Schools District 209 and a Joint Meeting of the Board of Education Proviso Township High Schools District 209 and the Financial Oversight Panel, held at Proviso Mathematics and Science Academy, 8601 W. Roosevelt Rd, Forest Park, IL on February 15, 2017 at 6:35 p.m.

PRESENT – Board Members:

Mr. Daniel J. Adams
Mrs. Theresa L. Kelly
Mr. Kevin McDermott
Mrs. Teresa D. McKelvy
Mrs. Claudia Medina
Mr. Nathan "Ned" Wagner

ABSENT - Mr. Brian Cross

PRESENT – Administration:

Dr. Jesse J. Rodríguez, Superintendent
Dr. Patrick Hardy, Interim Assistant Superintendent, Curriculum and Instruction
Dr. Nicole Howard, Assistant Superintendent of Academics and Student/Family Services
Mr. Todd Drafall, Chief Financial and Operational Officer
Mrs. Kim Echols, Assistant Superintendent for Human Resources and Technology
Mr. Oscar Hawthorne, Principal, Proviso West High School
Dr. Bessie Karvelas, Principal, Proviso Mathematics and Science Academy
Dr. Patrick Hardy, Principal, Proviso East High School

Legal:

Mr. William Gleason, Attorney, Hauser Izzo, LLC

Superintendent's Office:

Mrs. Karen O'Shea, Secretary to the Superintendent

MOMENT OF SILENCE

Mrs. McKelvy asked for those present to stand for a moment of silence.

PLEDGE OF ALLEGIANCE

Mrs. McKelvy led those present in the pledge of allegiance.

STAFF AND STUDENT RECOGNITION

Dr. Karvelas recognized the Proviso Mathematics & Science Academy Illinois State Scholars: Edgardo Barajas, Justin Blaylock, Steve Carreno, Kevion Davis, Lukas Dumasius, Leslie Guadalupe Favela, Arisa Christle Fernando, Devon Fitzpatrick, Ulyces Gutierrez, Carlos Hernandez, Jacqueline Ibarra-Garcia, Nazia Khan, Alexa Xitlali Magana, Kayla Musial, LeRayah Neely-Brown, Joshua Ocampo, Dakota Pagan, Kayla Parham, Lucas Vaughn Rosa, Cynthia Suaste, Fabian Trejo, Melisa Villarreal, Mariah Williams, and Nija MarieAnn Williams. Dr. Rodríguez also congratulated the Illinois State Scholars from PMSA this month and Proviso West last month.

Dr. Rodríguez introduced Molly Cavanaugh to begin the celebration of her retirement. Ms. Cavanaugh thanked the community, District and her Proviso Panther family. Mr.

Hawthorne stated that the Proviso West luncheon for Ms. Cavanaugh's retirement would be April 22, 2017. State Representative Welch's office presented Ms. Cavanaugh with a resolution from the Illinois House of Representatives honoring her service.

Dr. Rodríguez asked that Mrs. Kelly present Ms. Cavanaugh with an engraved vase and flowers which honored her years of service to Proviso Township High School on behalf of the Board of Education. Dr. Rodríguez also read into the record the resolution renaming the Proviso West Little Theater the Cavanaugh Theater. Mrs. McKelvy presented Ms. Cavanaugh with the plaque that will now hang in the theater honoring her years of service.

CITIZENS' COMMENTS

- Alexis Wallace commented on Molly Cavanaugh's years of service.
- Della Patterson commented on the EL recruitment proposal.
- Darryl C. Williams commented on obtaining support to receive the remaining credits needed to receive his high school diploma.
- Beverly Robertson commented regarding assisting community members who want to obtain their high school diploma.
- Alicia Echeverria commented on obtaining support to receive the remaining credits needed to receive her high school diploma.

FY17 AMENDED PTHS 209 BUDGET HEARING

Mr. Drafall presented the FY17 amended budget. He explained the revisions to the amended budget from the original submission. The budget is balanced on an operational standpoint, the refinancing of the bonds has been included and it also includes a transfer of six million dollar fund balance from the education fund to the capital fund.

Mr. Drafall answered questions from the Board regarding the fund balance transfer and the bond rating and concluded his presentation.

Mrs. McKelvy asked if there were any questions regarding the FY17 amended budget. Mr. Wagner asked a clarifying question regarding passing the initial budget that was not balanced and now the amended budget has been balanced. Mr. Drafall explained the process in balancing the budget.

FINANCIAL PROJECTION

Mr. Drafall and Dr. Rodríguez presented the financial plan. Dr. Rodríguez began the presentation discussing the creation of a standard of care and in budgeting a plan vs planning around a budget. By creating the standard of care, the district is helping to assist in effective and efficient operations. Dr. Rodríguez also stated that the District is looking to increase opportunities for credit attainment. Dr. Rodríguez answered questions from the FOP regarding class size and credit attainment.

Mr. Drafall presented the financial plan and highlighted the revenue and expenditure assumptions. Mr. Drafall stated that the District is in a good position for cash flow. Mr. Drafall walked through all of the expenditures and assumptions. Mr. Drafall answered questions from the Board and FOP regarding the Financial Projection specifically regarding potential increases in raises, textbook, and fees.

EXECUTIVE SESSION

It was moved by Mr. McDermott, seconded by Mr. Wagner, that the Board of Education of Proviso Township High Schools District 209 retire to Executive Session at approximately 8:26 p.m. for the purpose of discussing items as listed on the agenda.

- The appointment, employments, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. 5 ILCS 120/2(c)(1).
- Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees 5 ILCS 120/2(c) (2).
- Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5 ILCS 120/2(c) (11).
- Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for the purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c) (21).

Upon roll call, the following members voted:

6 Ayes: Mr. Adams, Mrs. Kelly, Mr. McDermott, Mrs. McKelvy, Mrs. Medina,
Mr. Wagner

0 Nays: None

0 Abstain: None

1 Absent: Mr. Cross

MOTION PASSED

RECONVENE REGULAR MEETING

It was moved by Mr. McDermott, seconded by Mr. Wagner, that the Board of Education of Proviso Township High Schools District 209 reconvene the Regular Meeting at approximately 11:07 p.m.

Upon roll call, the following members voted:

6 Ayes: Mr. Adams, Mrs. Kelly, Mr. McDermott, Mrs. McKelvy, Mrs. Medina,
Mr. Wagner

0 Nays: None

0 Abstain: None

1 Absent: Mr. Cross

MOTION PASSED

Mrs. McKelvy asked for a motion to table the President's Report and Superintendent's Report. It was moved by Mr. McDermott, seconded by Mr. Wagner. During discussion, it was determined the Board needed to hear the Superintendent's Report. Mr. McDermott withdrew his motion.

PRESIDENT'S REPORT

Mrs. McKelvy inquired regarding the Proviso West and Proviso East Girls' basketball regional playoffs.

SUPERINTENDENT'S REPORT

Dr. Rodríguez introduced the recruiting item for bilingual English Language Learner teachers. In order to fill the outstanding vacancies in ELL courses, Dr. Echols proposed the District send a team to Puerto Rico to aggressively recruit bilingual teachers. Dr. Echols and Dr. Rodríguez answered questions from the Board regarding qualifications for incoming teachers and any incoming immigration issues. Dr. Rodríguez also answered questions regarding where other area schools recruit their bilingual teachers. Dr. Rodríguez stated that many area schools look abroad for their bilingual teachers however the District does not currently want to engage in conversations with foreign countries regarding bilingual teachers due to visa issues and the country needs to support bilingual education. Dr. Echols reviewed the office of Human Resources and Technology's Districtwide recruitment plan. Dr. Rodríguez stated we need to recruit good, highly qualified teachers from all backgrounds.

Mr. Drafall presented the financial report and briefly explained the architect interview finalists and the benefits of the property tax appeal intergovernmental cooperation agreement. The property tax appeal intergovernmental cooperation agreement is to share the cost regarding property tax appeal, he also stated it will be presented to the Board in March as an action item.

Mrs. McKelvy read the Freedom of Information Act (F.O.I.A.) Report for the month of January 2017 into the record. Mr. Drafall answered questions from the Board regarding the FOIA report.

CONSENT AGENDA

It was moved by Mr. Adams, seconded by Mr. McDermott that the Board of Education of Proviso Township High Schools District 209 accepts the superintendent's recommendation to approve the Consent Agenda of February 15, 2017, as presented.

- Minutes – January 10, 2017 Board of Education Special Meeting Open Session
- Personnel Report and Addendum Certified Staff – Employment (Per Personnel Report)
- Personnel Report and Addendum Certified Staff – Resignation-Retirement-Termination
- Personnel Report and Addendum Non-Certified Staff - Employment (Per Personnel Report)
- Personnel Report and Addendum Non-Certified Staff – Resignation-Retirement-Termination
- Attorneys' Fees
- Approval of Amended FY17 PTHS Budget
- Contracts/Bids Retirement Celebration
- 2017-2018 School Calendar
- FY18 Student Fees
- Policy Manual Updates
- Approval of Resolution to Adopt School Social Work Week
- Permanent Transfer from the Education Fund to Operations and Maintenance Fund – Resolution
- Permanent Transfer from the Operations and Maintenance Fund to the Capital Fund – Resolution

Upon roll call, the following members voted:

6 Ayes: Mr. Adams, Mrs. Kelly, Mr. McDermott, Mrs. Medina, Mrs. McKelvy,
Mr. Wagner
0 Nays: None
0 Abstain: None
1 Absent: Mr. Cross

MOTION PASSED

MINUTES – FEBRUARY 6, 2017 BOARD OF EDUCATION SPECIAL MEETING OPEN SESSION

It was moved by Mr. McDermott, seconded by Mr. Wagner, that the Board of Education of Proviso Township High Schools District 209 accepts the Superintendent's recommendation to approve the minutes of the February 6, 2017 Board of Education Special Meeting Open Session, as presented.

Upon roll call, the following members voted:

5 Ayes: Mrs. Kelly, Mr. McDermott, Mrs. McKelvy, Mrs. Medina Mr. Wagner
0 Nay: None
1 Abstain: Mr. Adams
1 Absent: Mr. Cross

MINUTES – FEBRUARY 7, 2017 BOARD OF EDUCATION SPECIAL MEETING OPEN SESSION

It was moved by Mr. McDermott, seconded by Mr. Wagner, that the Board of Education of Proviso Township High Schools District 209 accepts the Superintendent’s recommendation to approve the minutes of the February 7, 2017 Board of Education Special Meeting Open Session, as presented.

Upon roll call, the following members voted:
5 Ayes: Mrs. Kelly, Mr. McDermott, Mrs. McKelvy, Mrs. Medina Mr. Wagner
0 Nay: None
1 Abstain: Mr. Adams
1 Absent: Mr. Cross

BILL LIST

It was moved by Mr. McDermott, seconded by Mr. Adams, that the Board of Education of Proviso Township High Schools District 209 accepts the Superintendent’s recommendation to approve the bill list, as presented.

There was discussion regarding purchases between \$5,000 and \$24,999. When invoices are combined they are close to the \$5,000 limit where three quotes would be required. The Board wanted to ensure what the process is to ensure the quotes/bids are available to the public and following the established guidelines.

Upon roll call, the following members voted:
6 Ayes: Mr. Adams, Mrs. Kelly, Mr. McDermott, Mr. Wagner, Mrs. McKelvy, Mrs. Medina
0 Nay: None
0 Abstain: None
1 Absent: Mr. Cross

MOTION PASSED

CONTRACTS/BIDS – 2017 COLLEGE TOUR

It was moved by Mr. McDermott, seconded by Mr. Adams, that the Board of Education of Proviso Township High Schools District 209 accepts the Superintendent’s recommendation to approve contracts/bids 2017 College Tour as presented.

During discussion the Board inquired if the number of students attending from each school is accurate. Dr. Echols stated that the number of students per school is reflective of the demand per school, we can always increase the number of students if there is more demand. There was also a discussion regarding the college tour visiting HBCU campuses.

Upon roll call, the following members voted:
6 Ayes: Mr. Adams, Mrs. Kelly, Mr. McDermott, Mr. Wagner, Mrs. McKelvy, Mrs. Medina
0 Nay: None
0 Abstain: None
1 Absent: Mr. Cross

MOTION PASSED

2017 SUMMER SCHOOL SESSION

It was moved by Mr. Adams, seconded by Mr. McDermott, that the Board of Education of Proviso Township High Schools District 209 accepts the Superintendent's recommendation to approve the 2017 Summer School Session as presented.

During discussion, the Board inquired regarding the staffing needs during summer school, if the number of students attending from each school is accurate. There was also a discussion regarding the possibility of credit acceleration being done during summer school. Dr. Hardy stated there is not currently a plan to have credit acceleration, the District is doing credit recovery. Dr. Hardy further highlighted relevant items regarding the instruction during summer school.

Upon roll call, the following members voted:

6 Ayes: Mr. Adams, Mrs. Kelly, Mr. McDermott, Mr. Wagner, Mrs. McKelvy,
Mrs. Medina
0 Nay: None
0 Abstain: None
1 Absent: Mr. Cross

MOTION PASSED

PUBLIC SURPLUS (SURPLUS AUCTION)

It was moved by Mr. McDermott, seconded by Mr. Wagner, that the Board of Education of Proviso Township High Schools District 209 accepts the Superintendent's recommendation to approve Public Surplus (Surplus Auction) as presented.

During discussion, the Board inquired how to dispose of the surplus. Mr. Drafall stated that the advice of legal counsel is to place all surplus items for auction for 60 days, after 60 days if an item has not sold then a vendor can come in to dispose of the surplus in the most environmentally friendly way available.

Upon roll call, the following members voted:

6 Ayes: Mr. Adams, Mrs. Kelly, Mr. McDermott, Mr. Wagner, Mrs. McKelvy,
Mrs. Medina
0 Nay: None
0 Abstain: None
1 Absent: Mr. Cross

MOTION PASSED

SURPLUS DISPOSAL

It was moved by Mr. McDermott and seconded by Mr. Adams that the Board of Education of Proviso Township High School District 209 accepts the Superintendent's recommendation to approve surplus disposal as presented.

Upon roll call, the following members voted:

6 Ayes: Mr. Adams, Mrs. Kelly, Mr. McDermott, Mr. Wagner, Mrs. McKelvy,
Mrs. Medina
0 Nay: None
0 Abstain: None
1 Absent: Mr. Cross

MOTION PASSED

RESOLUTION REGARDING THE REGULATION OF TRAVEL EXPENSES FOR EMPLOYEES AND BOARD MEMBERS

It was moved by Mr. McDermott, seconded by Mr. Wagner, that the Board of Education of Proviso Township High Schools District 209 accepts the Superintendent’s recommendation to approve the resolution regarding the regulation of travel expenses for the employees and Board members, as presented.

Upon roll call, the following members voted:

6 Ayes: Mr. Adams, Mrs. Kelly, Mr. McDermott, Mr. Wagner, Mrs. McKelvy, Mrs. Medina

0 Nay: None

0 Abstain: None

1 Absent: Mr. Cross

MOTION PASSED

APPROVAL OF THE SIDE LETTER OF AGREEMENT BETWEEN THE BOARD OF EDUCATION OF PROVISO TOWNSHIP HIGH SCHOOLS DISTRICT 209 AND THE PROVISO CUSTODIAL AND MAINTENANCE UNION

It was moved by Mr. McDermott, seconded by Mr. Adams, that the Board of Education of Proviso Township High Schools District 209 table the Superintendent’s recommendation to approve the side letter agreement between Board of Education of Proviso Township High Schools District 209 and the Proviso Custodial and Maintenance Union, as presented.

Upon roll call, the following members voted:

6 Ayes: Mr. Adams, Mrs. Kelly, Mr. McDermott, Mr. Wagner, Mrs. McKelvy, Mrs. Medina

0 Nay: None

0 Abstain: None

1 Absent: Mr. Cross

MOTION TABLED

APPROVAL OF TERMINATION OF THE BOOK ROOM CLERK

It was moved by Mr. McDermott, seconded by Mr. Wagner that the Board of Education of Proviso Township High Schools District 209 accepts the Superintendent’s recommendation of termination of the book room clerk – Maria Ailasi, as presented in closed session.

Upon roll call, the following members voted:

6 Ayes: Mr. Adams, Mrs. Kelly, Mr. McDermott, Mr. Wagner, Mrs. McKelvy, Mrs. Medina

0 Nay: None

0 Abstain: None

1 Absent: Mr. Cross

MOTION PASSED

APPROVAL OF TERMINATION OF THE COORDINATOR OF RESOURCE DEVELOPMENT

It was moved by Mr. McDermott, seconded by Mr. Wagner that the Board of Education of Proviso Township High Schools District 209 accepts the Superintendent’s recommendation of termination of the coordinator of resource development – Pamela Woodard, as presented in closed session.

Upon roll call, the following members voted:

- 6 Ayes: Mr. Adams, Mrs. Kelly, Mr. McDermott, Mr. Wagner, Mrs. McKelvy, Mrs. Medina
- 0 Nay: None
- 0 Abstain: None
- 1 Absent: Mr. Cross

MOTION PASSED

Dr. Rodríguez introduced the resolution to reaffirm that PTHS 209 has a status as a welcoming and safe district for all students. Mrs. McKelvy and Mrs. Medina read the resolution into the record.

APPROVAL OF THE RESOLUTION TO REAFFIRM PTHS 209 STATUS AS A WELCOMING AND SAFE DISTRICT FOR ALL STUDENTS

It was moved by Mr. McDermott, seconded by Mr. Adams that the Board of Education of Proviso Township High Schools District 209 accepts the Superintendent’s recommendation to approve the resolution to reaffirm PTHS 209 status as a welcoming and safe district for all students.

During discussion the Board raised concerns regarding proof of residency during registration. Mr. Adams referred to counsel for the enforceability of the resolution to federal agencies. Counsel clarified this was more of an internal process.

Upon roll call, the following members voted:

- 5 Ayes: Mrs. Kelly, Mr. McDermott, Mr. Wagner, Mrs. McKelvy, Mrs. Medina
- 1 Nay: Mr. Adams
- 0 Abstain: None
- 1 Absent: Mr. Cross

MOTION PASSED

APPROVAL OF SETTLEMENT AGREEMENT

It was moved by Mr. McDermott, seconded by Mr. Adams that the Board of Education of Proviso Township High Schools District 209 accepts the Superintendent’s recommendation to approve the settlement agreement as discussed in closed session.

ADJOURN

It was moved by Mr. McDermott, seconded by Mr. Adams, that the Board of Education of Proviso Township High Schools District 209 be adjourned at approximately 12:42 a.m.

Upon roll call, the following members voted:

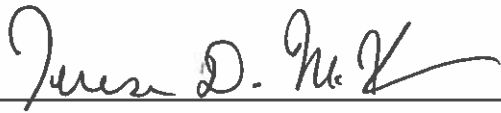
6 Ayes: Mr. Adams, Mrs. Kelly, Mr. McDermott, Mrs. McKelvy, Mrs. Medina
Mr. Wagner

0 Nays: None

0 Abstain: None

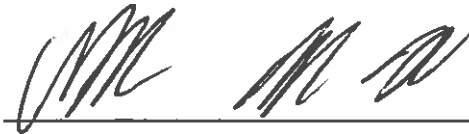
1 Absent: Mr. Cross

MOTION PASSED



Teresa D. McKelvy
President

Proviso Township High Schools
District 209 Board of Education



Brian Cross
Secretary

Proviso Township High Schools
District 209 Board of Education