



**Minutes of a Regular Meeting of the Board of Education
Oswego Community Unit School District 308
Kendall, Kane and Will Counties
January 9, 2023**

The Board of Education of Community Unit School District 308, Kendall, Kane and Will Counties, Illinois, met in a regular session in the Community Room at Oswego East High School.

Note for file: *All roll call votes are shown in alphabetical order in these minutes; however, during the Board Meeting votes are called out in accordance with Board Policy 2:220*

1. Call to Order – Executive Session (6:15 p.m.)

The meeting was called to order at 6:19 p.m. by President LaTonya Simelton

1.1 Roll Call:

Upon Roll Call the following members answered present:

Dominick Cirone, Lauri Doyle (by phone), Eugene Gatewood, Jennifer Johnson, Jared Ploger, LaTonya Simelton, Alison Swanson

Members Absent (at roll call):

None

2. Closed Session

- 2.1 Enter Closed Session under statute(s): 5 ILCS 120/2(c)(1) The appointment, employment, compensation, discipline, performance or dismissal of certain employees and individuals; 5 ILCS 120/2(c)(2) 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

A motion was made by Mr. Eugene Gatewood, second by Mr. Jared Ploger, to enter Closed Session under statute(s): 5 ILCS 120/2(c)(1) The appointment, employment, compensation, discipline, performance or dismissal of certain employees and individuals; 5 ILCS 120/2(c)(2) 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

Final Resolution: Motion Carried 7-0

Aye: Mr. Dominick Cirone, Ms. Lauri Doyle, Mr. Eugene Gatewood, Ms. Jennifer Johnson, Mr. Jared Ploger, Ms. LaTonya Simelton, Ms. Alison Swanson

The Board of Education entered closed session at 6:21 p.m.

2.2 Return to Open Session

A motion was made by Ms. Jennifer Johnson, second by Mr. Eugene Gatewood, to return to Open Session.

Final Resolution: Motion Carried 6-0

Aye: Mr. Dominick Cirone, Mr. Eugene Gatewood, Ms. Jennifer Johnson, Mr. Ploger, Ms. LaTonya Simelton, Ms. Alison Swanson

Ms. Doyle was disconnected from the phone at the time of the vote

The Board of Education returned to open session at 7:11 p.m.

3. Call to Order – Public Session (7:15 pm)

The meeting was called to order at 7:19 p.m. by President LaTonya Simelton

3.1 Roll Call:

Upon Roll Call the following members answered present:

Dominick Cirone, Eugene Gatewood, Jennifer Johnson, Jared Ploger, LaTonya Simelton, Alison Swanson

Members Absent (at roll call):

Lauri Doyle

Administration Present:

Superintendent of Schools, Dr. John Sparlin
Associate Superintendent of Educational Services, Faith Dahlquist
Assistant Superintendent for Student & Staff Services, Dr. Heather Kincaid
Assistant Superintendent for Operations/CSBO, Dr. John Petzke
Director of Communications, Theresa Komitas

Others Present:

Attorney Joe Miller, Ottosen DiNolfo Hasenbalg and Castaldo, as well as employees of the District and members of the community.

Recording Secretary:

Ursula Studer

3.2 Pledge of Allegiance

Pledge of Allegiance was led by Board President LaTonya Simelton

4. Public Comment

4.1 Opportunity for the Public to address the Board of Education

Michelle Trager – commented about Fetal Alcohol Spectrum Disorder (FASD). Ms. Trager previously shared information with the Board and administration regarding FASD. She shared that overall, there will likely be over 844 students with FASD any given year. Ms. Trager asked what training the staff has received. How does staff recognize this as a brain based disability and how can we effectively support families.

5. Presentation

5.1 Facilities Envision 308 Update

Ms. Doyle joined by phone 8:04 p.m.

Dr. Petzke, together with Bill Queen, Director of Operations, provided a summary of the Envision 308 Facilities Update.

There are 2 goals for the facilities aspect of our Envision 308 plan.

1. Review the need for the general maintenance schedule for the next 10 years.
2. Develop a 5-year plan to address the physical capacity for our building programs and needs.

The summary page includes a column sharing the indicators of success for the past year's progress that was agreed upon at last year's annual report. The second column shares the progress that has been made on each indicator.

Indicators of success that will be reported on next year's annual report:

- Prioritize capital projects and develop a timeline for completion of the next level of mission critical project priorities as identified in the comprehensive facility plan.
- Identify an incorporate district facility needs into the capital project timeline to utilize all district space (EVA, Old Traughber, etc.). Meet with appropriate program directors to discuss program needs.

Highlights/connections of this work to finance, student learning, support for student learning, and/or community partnerships:

- Finance – Coordinate facility and grounds needs and build operational and preventative budget in our 5-year projections
- Student Learning – Maintain safe and secure facilities and grounds for necessary program needs
- Support for Student Learning – see above
- Community Partnerships – Continue to coordinate shared services for facility and ground needs and identify potential grant funded opportunities

Mr. Cirone asked to be very careful in moving special education programs to different buildings.

Ms. Swanson asked for items like boiler and chillers to be on a maintenance plan so they could last longer and would prefer that to be in house opposed to paying extra. Mr. Queen responded that we don't have enough maintenance employees to handle all 23 schools, but as much as possible is kept in house.

The complete presentation, including audio, can be found at the following link:

<https://go.boarddocs.com/il/oswego308/Board.nsf/Public>

6. Comments/Reports

6.1 Superintendent Report

The following teachers renewed their National Board Certification, congratulations!

Robin Ceres
Cristina Hernandez
Brett Malas
Pamela Phelps
Elizabeth Prigodich
Angela Scharbert
Amy Severinski
Joyce Shumate
Kelly Waldron

Dr. Sparlin shared an update on transportation and the work completed over the last couple months to elevate some of the issues created with the current bus driver shortage. Thank you to the parents for their patience the last few months and the transportation department for their hard work in conducting route studies and consolidating routes. Our recruitment efforts are continuing to hire more staff.

Dr. Sparlin shared that he decided to retire from the position of Superintendent as of June 30, 2023. He thanked the Board for the opportunity to serve the students and staff of SD308 for the last eleven years, being in the position of Superintendent for the last seven years.

6.2 Board Member Comments

Ms. Simelton shared ways for the Board to move forward in hiring Dr. Sparlin's successor. One of the most efficient ways is to hire a search firm. She asked for the Board members to share their thoughts if this is an appropriate way to go.

The Board members were in agreement that a search firm is the right way to go about hiring the next Superintendent, hopefully by July 1, 2023. That person should be selected after the newly elected Board members are seated. It is important for the community/staff/students to be able to give input as well. A statement from the Board will be sent out this evening regarding the process of the searching for the district's new superintendent.

6.3 Student Ambassador Reports

Members have been officially selected for the SSAC (Superintendent Student Advisory Committee) and they are meeting on January 18 for an introductory information review of roles and responsibilities regarding our goals for this year, which include mental health. The committee is also looking into the possibility of creating another survey. The new committee consists of 14 students total.

7. Approval of Consent Agenda

7.1 Approval of Minutes from previous Meeting

A motion was made by Ms. Jennifer Johnson, second by Mr. Eugene Gatewood, to approve all items under consent, including 7.1 Minutes from the Board of Education meeting on December 5, 2022, open and closed session.

Final Resolution: Motion Carried 7-0

Aye: Mr. Dominick Cirone, Ms. Lauri Doyle, Mr. Eugene Gatewood, Ms. Jennifer Johnson, Mr. Jared Ploger, Ms. LaTonya Simelton, Ms. Alison Swanson

8. Information

8.1 Financial Statements

There were no questions on the financial statements.

8.2 Resolution Authorizing the Issuance of Tax Anticipation Warrants in anticipation of the collection of Taxes levied for the Year 2022

Tax anticipation warrants are issued to give us the cashflow until we receive the taxes in June. The parameters are up to \$20M, but we are looking more at a number of needing \$10M. We will need the warrants for April, May and June and they will be paid back in July. Another reason for having a 20% fund balance is to not need the warrants and therefore not having to make the interest payments.

Mr. Ploger asked for a follow up on who buys the warrants and the interest cost.

8.3 Vendor and Contract Discussion

So far, the numbers seen by the Board were for FY22. With this report, the numbers for the first semester of FY23 have been added as well. If a vendor gets close or reaches the \$20,000 mark, we look at the following options:

- a) Enter into a contract with that vendor
- b) In addition, go out to RFP (Request for Proposal)
- c) Look for preferred vendors

Ms. Johnson requested that a vendor review policy and procedure be put in place. Mr. Gatewood stressed the importance to have a preferred vendor list in place that all budget managers can refer to.

Ms. Johnson requested a portfolio of our Real Estate, stating how she would like to find a way to have all of administration in the same building, that it would be culturally better and more cost effective at the same time. Dr. Sparlin shared that a plan is being worked on and will be presented to the Board soon.

8.4 Bus Trust Lease Agreement for Activity Buses

In July 2019, four (4) 14 – passenger Chevy/StarCraft vehicles were approved for a five year term from Midwest Transit and Santander Leasing with an annual payment of \$35,856.00 scheduled to terminate on June 30, 2024. Interest rate: 3.68%

The acquisition of new vehicles represents the lease of four (4) additional similar vehicles as defined below:

- Four (4) 14-passenger Chevy/Collins MFSAB Activity Vehicle - Gas.

Midwest Transit Equipment, Inc. has submitted a lease offer with a total yearly lease payment of \$82,080.00 due upon delivery with four additional annual payments of the same. Estimated Interest rate: 6.75%. First payment due upon delivery – Summer 2023.

These vehicles continue to support SD308’s long term goals of increasing student safety through digital 247 hybrid video and audio surveillance systems, Synovia GPS solutions, air conditioning, decreased vehicle emissions, enhanced LED lighting, and an extended 3 year warranty and towing program.

Dr. Petzke shared that there is another company that came forward, offering the same activity buses for less. When this item comes back for approval, it could either be for this company or the other one, whichever ends up being less.

If we do not lease activity buses, the district would need to utilize coach buses at a higher cost.

Mr. Ploger asked how we know that the modifications made with transportation routes over winter break are working to alleviate some of the challenges we are dealing with due to the driver shortages.

Dr. Sparlin stated that it’s being closely monitored, that we are following up with the principals in regards to the number of parent phone. There will be more adjustments made over the next few days as drivers become more familiar with their routes.

8.5 Bus Trust Lease Agreement

In July 2018, twenty-nine vehicles, Twelve (12) Type A - 27-passenger, Twelve (12) 30-passenger vehicle, Three (3) 24+3-passenger wheelchair vehicles, and Two (2) 48+2 wheelchair vehicles were approved for a five year term from Midwest Transit and Santander Leasing with an annual payment of \$327,410.00 scheduled to terminate on June 30, 2022. Interest rate: 3.95%

The acquisition of new vehicles represents an even exchange of the same vehicles as defined below:

- Twelve (12) 27-passenger Chevy/Collins Type A Bus-Gas.
- Twelve (12) 30-passenger IC conventional with integrated seating-Diesel.
- Three (3) 24+3-passenger IC conventional lift buses with integrated seating-Diesel.
- Two (2) 48+2-passenger IC conventional lift buses with integrated seating-Diesel

Midwest Transit Equipment, Inc. has submitted a lease offer with a total yearly lease payment of \$648,402.00 due upon delivery with four additional annual payments of the same.

These vehicles continue to support SD308's long term goals of increasing student safety through integrated car seats for early childhood students, dual stop arm systems, digital 24/7 hybrid four camera video and audio surveillance systems, Synovia GPS solutions and fees, decreased vehicle emissions, enhanced LED lighting, and an extended five-year warranty and towing program.

8.6 2023-2024 School Year Calendar

Dr. Sparlin shared that this draft calendar is much the same as the current school year calendar. Parent/Teacher conferences were moved up from the second week of November to the fourth week in October. There are some meetings planned to address the school start times.

9. Action Items

9.1 Approval of Bills for Payment

A motion was made by Ms. Jennifer Johnson, second by Mr. Eugene Gatewood, to authorize the payment of bills in the amount of three million, nine hundred forty-three thousand, four hundred ninety-eight dollars and seventy cents (\$3,943,498.70) as presented.

Final Resolution: Motion Carried 7-0

Aye: Mr. Dominick Cirone, Ms. Lauri Doyle, Mr. Eugene Gatewood, Ms. Jennifer Johnson, Mr. Jared Ploger, Ms. LaTonya Simelton, Ms. Alison Swanson

9.2 Approval of Updated Intergovernmental Agreement on High School Student Resource Officers

A motion was made by Ms. Jennifer Johnson, second by Mr. Jared Ploger, to approve the Updated Intergovernmental Agreement on High School Student Resource Officers as presented.

Mr. Ploger asked who wrote the agreement – it was Whitt Law. Mr. Ploger thanked Dr. Kincaid for the information received regarding what the SRO pay is in other districts. Some districts are not paying 100% of the cost.

Final Resolution: Motion Carried 7-0

Aye: Mr. Dominick Cirone, Ms. Lauri Doyle, Mr. Eugene Gatewood, Ms. Jennifer Johnson, Mr. Jared Ploger, Ms. LaTonya Simelton, Ms. Alison Swanson

9.3 Approval of Intergovernmental Agreement for Sharing Services between Village, Counties, Township, Library, Fire Department and Park District

A motion was made by Ms. Jennifer Johnson, second by Mr. Eugene Gatewood, to approve the Shared Services Intergovernmental Agreement as presented

Mr. Ploger asked who wrote the agreement – Dr. Petzke shared that it was written years ago by Ottosen Law but reviewed by Whitt Law.

Final Resolution: Motion Carried 7-0

Aye: Mr. Dominick Cirone, Ms. Lauri Doyle, Mr. Eugene Gatewood, Ms. Jennifer Johnson, Mr. Jared Ploger, Ms. LaTonya Simelton, Ms. Alison Swanson

9.4 Approval of Personnel Report

A motion was made by Ms. Jennifer Johnson, second by Mr. Eugene Gatewood, to approve the Personnel report as discussed in closed session

Final Resolution: Motion Carried 7-0

Aye: Mr. Dominick Cirone, Ms. Lauri Doyle, Mr. Eugene Gatewood, Ms. Jennifer Johnson, Mr. Jared Ploger, Ms. LaTonya Simelton, Ms. Alison Swanson

10. Closed Session

10.1 Enter Closed Session under statute(s): 5 ILCS 120/2(c)(1) The appointment, employment, compensation, discipline, performance or dismissal of certain employees and individuals

A motion was made by Ms. Jennifer Johnson, second by Mr. Eugene Gatewood, to enter Closed Session under statute(s): 5 ILCS 120/2(c)(1) The appointment, employment, compensation, discipline, performance or dismissal of certain employees and individuals

Final Resolution: Motion Carried 7-0

Aye: Mr. Dominick Cirone, Ms. Lauri Doyle, Mr. Eugene Gatewood, Ms. Jennifer Johnson, Mr. Jared Ploger, Ms. LaTonya Simelton, Ms. Alison Swanson

The Board of Education entered closed session at 9:21 p.m.

10.2 Return to Open Session

A motion was made by Ms. Jennifer Johnson, second by Mr. Eugene Gatewood, to return to Open Session.

Final Resolution: Motion Carried 7-0

Aye: Mr. Dominick Cirone, Ms. Lauri Doyle, Mr. Eugene Gatewood, Ms. Jennifer Johnson, Mr. Ploger, Ms. LaTonya Simelton, Ms. Alison Swanson

The Board of Education returned to open session at 10:21 p.m.

11. Adjournment

11.1 Adjourn

A motion was made by Ms. Jennifer Johnson, second by Mr. Eugene Gatewood, to adjourn.

All were in favor unanimously to adjourn.

Final Resolution: Motion Carried 7-0

Aye: Mr. Dominick Cirone, Ms. Lauri Doyle, Mr. Eugene Gatewood, Ms. Jennifer Johnson, Mr. Jared Ploger, Ms. LaTonya Simelton, Ms. Alison Swanson

Meeting Adjourned at 10:22 p.m.

President

Attest: _____
Secretary