

MINUTES OF THE REGULAR BOARD SESSION OF  
THE BOARD OF EDUCATION  
WOODLAND SCHOOL DISTRICT 50  
Board of Education Office  
1105 N. Hunt Club Road  
Gurnee, IL 60031  
Tuesday, May 23, 2017

**Call to Order**

President, Carla Little, called the regular session of the Board of Education of Woodland School District 50 to order at 6:31 P.M.

**Roll Call/Quorum**

Members Present: Carla Little  
Joyce Mason  
Lizzy Helgren  
Chris Schrantz  
Jennifer Haack  
Joe De Rosa

Members Absent: Terry Hall

**Attendance**

Members Present: Carla Little  
Joyce Mason  
Lizzy Helgren  
Chris Schrantz  
Jennifer Haack  
Joe De Rosa

Members Absent: Terry Hall

Superintendent: Joy Swoboda  
Associate Supt: Bob Leonard  
Associate Supt. of Education: Lori Casey

**Move to Enter Closed Session**

A motion was made by Jennifer Haack and seconded by Joe De Rosa to enter into closed session at 6:34 P.M.

On Roll Call, the votes were:

Ayes: Carla Little, Joyce Mason, Lizzy Helgren, Chris Schrantz, Jennifer Haack,  
Joe De Rosa

Nays: None

Absent: Terry Hall

The motion carried.

**Move to Return to Open Session**

A motion was made by Chris Schrantz and seconded by Joe De Rosa to return to open session at 7:30 PM.

On Roll Call, the votes were:

Ayes: Joyce Mason, Lizzy Helgren, Chris Schrantz, Jennifer Haack, Joe De Rosa,

Carla Little  
Nays: None  
Absent: Terry Hall  
The motion carried.

### **Call to Order**

President Carla Little reconvened the open session at 7:30 PM.

### **Opening Ceremony**

Pledge of Allegiance

### **Roll Call**

Members Present: Carla Little  
Joyce Mason  
Lizzy Helgren  
Chris Schrantz  
Jennifer Haack  
Joe De Rosa

Members Absent: Terry Hall

### **Approval of Agenda**

President, Carla Little stated a requested was made to add Woodland Honors Program to reports. Members of the Board were in consensus.

A motion was made by Jennifer Haack and seconded by Joyce Mason to approve the agenda as amended.

On Roll Call, the votes were:

Ayes: Lizzy Helgren, Chris Schrantz, Jennifer Haack, Joe De Rosa, Carla Little,  
Joyce Mason

Nays: None

Absent: Terry Hall

The motion carried.

### **Superintendent Report**

Gurnee Teacher of the Year - Dr. Swoboda and the Board recognized the five teachers who were honored by the schools as Gurnee Teachers of the Year for 2017. Dr. Swoboda recognized the teachers with certificates and flowers. They are as follows:

Patricia "Trish" O'Neil - Woodland Primary School  
Neva Cosmos - Woodland Elementary West School  
Claudine Mardehow - Woodland Elementary East School  
Katie Herren - Woodland Intermediate School  
Darlene Lipczynski, Woodland Middle School

### **Citizen Statements**

There were none.

### **Consent Agenda**

A motion was made by Jennifer Haack and seconded by Joe De Rosa to approve the consent agenda as presented.

On Roll Call, the votes were:

Ayes: Chris Schrantz, Jennifer Haack, Joe De Rosa, Carla Little, Joyce Mason,  
Lizzy Helgren

Nays: None

Absent: Terry Hall

The motion carried.

A. Approval of Resignations

B. Approval of Employment

ESP

Christine Gaiden

.4FTE Physical Therapist – District

Richard McManaman

Bus Driver – Trans Approval of Leaves of Absence

CERTIFIED

Jean Campbell

Speech Language Therapist - Primary

Kathleen Culver

Asst. Principal - Elementary East

C. Approval of Substitute

D. Approval of Leaves of Absence

E. Approval of Budget Transfers

F. Acceptance of Donations

G. Approval of Final 2017 School Calendar

H. Approval of Board of Education Meeting Minutes: Special Meeting Minutes 5-1-17,  
Reorganization Meeting Minutes 5-1-17 and Special Closed Meeting Minutes 5-11-17

**Action Items**

A. Approval of Monthly Financial Reports, Treasurer Reports and Board Payable Lists

A motion was made by Carla Little and seconded by Chris Schrantz to approve the financial reports, Treasurer reports and Board payables list as presented.

On Roll Call, the votes were:

Ayes: Jennifer Haack, Joe De Rosa, Carla Little, Joyce Mason, Lizzy Helgren,  
Chris Schrantz

Nays: None

Absent: Terry Hall

The motion carried.

B. Approval of District Treasurer and Treasurer's Bond

A motion was made by Jennifer Haack and seconded by Joe De Rosa to approve a three year agreement through 2019-20 for Alan Mongin to serve in the District Treasurer position with annual cost increases of 1.6%.

On Roll Call, the votes were:

Ayes: Joe De Rosa, Carla Little, Joyce Mason, Lizzy Helgren, Chris Schrantz,  
Jennifer Haack

Nays: None

Absent: Terry Hall

The motion carried.

A motion was made by Joyce Mason and seconded by Jennifer Haack to direct the Associate Superintendent to secure a Bond in the name of the District Treasurer in the amount of \$14,500,000.

On Roll Call, the votes were:

Ayes: Carla Little, Joyce Mason, Lizzy Helgren, Chris Schrantz, Jennifer Haack,  
Joe De Rosa  
Nays: None  
Absent: Terry Hall  
The motion carried.

C. Approval of two First Grade positions for Dual Language

A motion was made by Joe De Rosa and seconded by Lizzy Helgren to approve the two dual language positions for first grade; one FTE English and one FTE Spanish.

On Roll Call, the votes were:

Ayes: Lizzy Helgren, Chris Schrantz, Jennifer Haack, Joe De Rosa, Carla Little,  
Joyce Mason  
Nays: None  
Absent: Terry Hall  
The motion carried.

D. Approval of 2017-18 School Lunch and Breakfast Prices

A motion was made by Jennifer Haack and seconded by Joe De Rosa to approve the price of a paid student lunch at \$2.85.

On Roll Call, the votes were:

Ayes: Chris Schrantz, Jennifer Haack, Joe De Rosa, Carla Little, Joyce Mason,  
Lizzy Helgren  
Nays: None  
Absent: Terry Hall  
The motion carried.

A motion was made by Jennifer Haack and seconded by Joe De Rosa to approve the price of a paid breakfast at \$1.25.

On Roll Call, the votes were:

Ayes: Jennifer Haack, Joe De Rosa, Carla Little, Joyce Mason, Lizzy Helgren,  
Chris Schrantz  
Nays: None  
Absent: Terry Hall  
The motion carried.

A motion was made by Lizzy Helgren and seconded by Joyce Mason to approve the suggested 2017-2018 school year pricing list as presented.

On Roll Call, the votes were:

Ayes: Joe De Rosa, Carla Little, Joyce Mason, Lizzy Helgren, Chris Schrantz,  
Jennifer Haack,  
Nays: None  
Absent: Terry Hall  
The motion carried.

E. Approval of Rescheduling the June 27 Board Meeting

A motion was made by Joe De Rosa to reschedule the June 27, 2017 Governing Board meeting.

The motion died due to the lack of a second.

## **Reports/Discussions**

### **A. Language Arts Curriculum and Instructional Materials Adoption Grades 6 - 8**

Dr. Thomas, Assistant Superintendent of Teaching and Learning, Lilli Melamed, Literacy and Learning Coordinator and members of the committee gave a presentation on 6th through 8th grade English Language Arts Curriculum and Materials. The last adoption was completed prior to Common Core State Standards and does not meet the criteria in the current standards.

A committee of teachers and administrators spent four years working on the standards and two years reviewing instructional materials that support the 21st Century Learning and instructional needs of our students. As a result of their work the committee recommended Houghton Mifflin Harcourt Collections 2017. The materials are available in print and have digital components that align to the Woodland Inspires goal of a "traditigital" approach to learning.

The one time cost of \$207,844.39 includes all print consumables, textbooks, and online access from FY18 through FY23. A copy of the presentation can be found on the district website.

### **B. Health Curriculum and Instructional Materials Adoption Grades 6 and 7**

Deb Pelletiere, Assistant Director of Teaching and Learning and members of the committee gave a presentation on 6th and 7th grade Health Curriculum and Materials. The 8th grade health curriculum was adopted in June 2016. The curriculum presented is based on a 5-6 week health class rotation.

A committee of teachers and administrators researched, reviewed and piloted the Health Curriculum and Materials to insure they aligned to the new Illinois Learning Standards for Physical Development and Health. As a result of their work the committee recommends Education, Training and Research (ETR) HealthSmart units. The materials are available in print and have digital components available.

Costs for the HealthSmart materials online lease is a one-time cost, for four years, of \$36,400.00. The committee proposes adding an additional 1,300 student licenses at a rate of \$7.00 per student per year. A copy of the presentation can be found on the district website.

### **C. Report on FY18 School Facilities and Configuration Study**

A presentation was prepared for the Board by Kerry Leonard, Facility Advisor, providing information on the factors considered in a configuration study, facility needs, space, building age by construction and a formula to assess building capacity. The report shared enrollment figures by grade level and enrollment planning numbers. Mr. Leonard also shared criteria for evaluating facility configuration and his next steps for a final report on how to proceed with a facility and configuration study. This presentation can be found on the district website.

### **D. Intergovernmental Agreements between Woodland School and Gurnee Police Department**

Lori Casey, Associate Superintendent of Education, prepared a written report regarding the Gurnee Police Department - School Resource Officer (SRO) that included the SRO's contributions made to Woodland School and Attorney, Teri Engler's suggestion to develop a memorandum of understanding with local law enforcement agencies that define law enforcement's role in the schools. The report included a copy of an agreement for review by the Board. Chief Woodside attended the meeting and was available for questions. This agreement will be brought forward at the June Board meeting.

### **E. Written Report on Head Start Program**

A written report was provided to the Board on the Head Start Program. The report included information on the hours of operation, students in Head Start who attend Woodland and the programs they qualify for, and information of the guidelines to qualify for Head Start. The

agreement for the 2017-2018 school year between Head Start and Woodland School will be brought forward at the June Board meeting.

**F. Future Food Service Practices**

A written report on family lunch accounts and procedures on how deficits are handled was shared with the Board. New federal food service guidelines require school districts to have a formal procedure in place regarding how unpaid meal charges are handled. The report shared the changes the district will make to meet the requirements. A copy of the new procedures will be shared with the Board in June. The procedure will be posted on the district website and shared with all families for the 2017-2018 school year.

**G. FY18 Budget Update**

A. written report from Chief Financial Officer, Bob Leonard regarding the FY18 budget development was shared with the Board. This report included information on revenue outlooks, expenditure outlooks and 2017 summer capital purchases. A tentative budget will be brought forward at the June Board meeting. Once approved, this tentative budget will be available for public review.

**Board Improvement and Operations**

**A. Discussion of IASB 2017 Delegate Resolution: State Chartered Schools**

The members of the Board discussed the submission of the proposed resolution regarding the creation of a new method for funding the State Authorized Charter Schools. The members agreed to submit the resolution.

**B. FY18 Board Committees and Representatives**

The members of the Board discussed and shared their thoughts on which of the outside organizations and which Board committees they would like to represent Woodland on. Terry Hall will be contacted to determine her interests.

**C. 2017-2018 Board of Education Meeting Calendar and Training**

The members of the Board discussed how to allocate the first meeting of the month. Discussions included Board committee meetings, special meetings, scheduling meetings as needed and only holding one meeting per month. The consensus was to schedule Board committee meetings to meet the committee member's schedules. Also discussed was the date of the December 2017 governing meeting. The meeting will be held on the 19th to accommodate for winter break.

**D. Gurnee Days 2017 - Let's Play Ball**

A discussion on the district having more of a community presence during Gurnee Days beginning with a community float build and the possibility of hosting a booth was held by the members of the Board. Board members showed interest in these ideas and will make contacts to see if there is interest from the community.

**Status**

**1. Correspondence to the Board and direction on responses**

Members of the Board reviewed the draft response regarding donation of sick days and have asked the administration to include a statement regarding TRS in the response.

**2. Receipt of Freedom of Information Act Requests**

There was one FOIA request. There were no questions.

**Announcements and Board Committee Reports**

There were none.

**Citizen Statements**

There were none.

**Adjournment**

A motion was made by Joe De Rosa and seconded by Joyce Mason to adjourn the meeting at 10:31 PM.

On Roll Call, the votes were:

Ayes: Carla Little, Joyce Mason, Lizzy Helgren, Chris Schrantz, Jennifer Haack,  
Joe De Rosa

Nays: None

Absent: Terry Hall

The motion carried.

Approved by the Board of Education on June 27, 2017

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President, Carla Little

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Secretary, Lizzy Helgren