



CASS SCHOOL DISTRICT 63

8502 Bailey Road • Darien, Illinois 60561-5333

Board of Education Meeting Minutes

Tuesday, August 22, 2023

Minutes of the Meeting of the Board of Education of Cass School District 63, DuPage County, Illinois; held at Cass Junior High School at 7:00 P.M. on the 22nd Day of August, 2023.

I. Welcome and Call to Order

The meeting was called to order at 7:01 p.m.

A. Pledge of Allegiance

B. Roll Call

Upon roll being called, the following members answered present: President Lana Johnson, Vice President Rinku Patel, Secretary Urszula Tanouye and Members Chris Green, Katie Marinelli, Liz Mitha and Steve Wyent.

Also in attendance: Mark R. Cross, Superintendent, and Gayle Wilson, Recording Secretary and Administrative Assistant to the Superintendent

C. Recognition of Audience, Announcements and Correspondence

President Johnson welcomed Scott Kondraschow.

Mrs. Johnson stated that the district had received thank you notes from teachers Anya Schlottmann and Katie Fujiura and seven FOIA requests that have been fulfilled.

D. Public Comments

There were no public comments.

II. Closed Session

Review and Consideration of Release of Closed Session Minutes from January 24, 2023 and March 21, 2023 with Any Exceptions Noted in Which the Need for Confidentiality Remains



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Member Wyent moved and Member Marinelli seconded a motion to go into Closed Session to review and consider release of closed session minutes from January 24, 2023 and March 21, 2023.

Roll Call Vote – Aye: Member Wyent, Member Marinelli, Member Green, Member Mitha, Secretary Tanouye, Vice President Patel and President Johnson. Nay: None. Motion carried 7 to 0.

Return from closed session at 7:22 p.m.

III. Consent Agenda

- A. Approval of the August 22, 2023 Meeting Agenda**
- B. Approval of the June 20, 2023 Meeting Minutes**
- C. Approval of the Budget, Cash Flow, Investment and Payroll Reports**
- D. Approval of the District Bills**
- E. Approval of Employee Resignations**

Mr. Cross reviewed the consent agenda sharing that the Board is being asked to approve the budget, cash flow, investments, and payroll reports from June and July and bills for July and August because the Board did not hold a meeting in July. He added that Concord teacher assistant Melissa Rivera submitted her resignation.

Member Wyent moved and Member Green seconded a motion to approve the Consent Agenda.

Roll Call Vote – Aye: Member Wyent, Member Green, Member Marinelli, Member Mitha, Secretary Tanouye, Vice President Patel and President Johnson. Nay: None. Motion carried 7 to 0.

IV. Reports, Updates and Informational Items

A. Administrative Reports

Mr. Cross reviewed the principal reports highlighting the summer projects and curriculum work completed at both buildings as well as work resolving issues with the new bus routes with the new contractor Sunrise Transportation.



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B. Presentation of Fiscal Year 2024 Budget

Mr. Cross reviewed the tentative fiscal year 2024 budget, highlighting the great strides the district has made financially in recent years. This includes the building of cash reserves to a healthier level, elimination of short-term borrowing practices, carefully monitoring expenditures, and the successful passage of the referendum last November. Excluding estimated expenditures related to planned facility improvements, the total expenditure budget for the fiscal year 2024 is just under \$15 million.

He added that the Board will be asked to establish a public budget hearing for Tuesday, September 26, 2023 at 7:00 p.m. in the District Community Room. At that meeting, the Board will also be asked to consider final approval of the fiscal year 2024 budget.

C. Annual Report of Contracts Exceeding \$25,000

Mr. Cross presented the annual report of contracts exceeding \$25,000 which is now posted on the District's website.

D. Annual Reports of Salary, Compensation and Benefits

Mr. Cross presented the annual salary, compensation and benefits report which is required under Public Acts 97-609 and 96-0266 and is now posted on the District's website.

E. First Reading of Board Policy Updates

Mr. Cross reviewed the proposed Board policy updates. The Board will be asked to formally adopt these updates at the September Board meeting.

F. Update and Discussion Regarding Facility, Safety, and Security Projects

Mr. Cross stated that all the summer HVAC work at Concord is complete, outdoor cameras have been installed and work is proceeding to prepare for the big summer of 2024 HVAC project. A Facilities Committee meeting will be scheduled when the architects and engineer are ready with draft design and bid documents.



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V. Recommended Action Items

A. Employment of Recommended Personnel

Member Wyent moved and Member Green seconded a motion to approve the following individuals for hire: Amy Perez, Concord administrative assistant effective July 17, Pete Pauley, Cass evening custodian, effective August 8, and Jenny Amezquita, Cass teacher assistant, Sue Binder, Cass part-time speech pathologist, Mary DeGroot, Cass permanent substitute teacher, Tina Nure, Cass program assistant, Candy Papanicholas, Concord teacher assistant, and Maria Raush, Concord teacher assistant effective at the start of the 2023-24 school year.

Roll Call Vote – Aye: Member Wyent, Member Green, Member Marinelli, Member Mitha, Secretary Tanouye, Vice President Patel and President Johnson. Nay: None. Motion carried 7 to 0.

B. Approval of Recommended Therapy Dog Program

Mr. Cross stated that the use of therapy dogs in the school setting has become very common, and Principal Laura Anderson has brought her therapy dogs to Concord for many years. He explained that therapy dogs are not service animals, but are dogs who volunteer with their owners or handlers to help people in settings such as schools. Dr. Anderson's dog Bane is tested and certified through Therapy Dogs International and Dr. Anderson is also a certified trainer with an extensive background in this area.

This led to some discussion and agreement that Mr. Cross and Dr. Anderson would create a more formal set of guidelines and communication so that parents are aware of the background, purpose, and training, the frequency of visits, and how parents can opt out should there be students who may have allergies or other concerns prior to Bane's first visit of the school year.

Member Wyent moved and Member Green seconded a motion to approve that Mr. Cross and Dr. Anderson formulate and communicate procedures for comfort dog visits to Concord Elementary School.



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Roll Call Vote – Aye: Member Wyent, Member Green Vice President Patel, Member Green, Member Marinelli, Member Mitha, Secretary Tanouye, and President Johnson. Nay: None. Motion carried 7 to 0.

C. Approval of Behavioral Threat Assessment Procedure

Member Marinelli moved and Vice President Patel seconded a motion to approve the Behavioral Threat Assessment Procedure.

Roll Call Vote – Aye: Member Marinelli, Vice President Patel, Member Green, Member Mitha, Member Wyent, Secretary Tanouye, and President Johnson. Nay: None. Motion carried 7 to 0.

D. Approval of Fiscal Year 2024 Tentative Budget

Member Wyent moved and Vice President Patel seconded a motion to approve the fiscal year 2024 tentative budget.

Roll Call Vote – Aye: Member Wyent, Vice President Patel, Member Green, Member Marinelli, Member Mitha, Secretary Tanouye, and President Johnson. Nay: None. Motion carried 7 to 0.

E. Approval of Date, Time and Location for the Fiscal Year 2024 Public Budget Hearing

Member Wyent moved and Vice President Patel seconded a motion to approve Tuesday, September 26, 2023 at 7:00 p.m. in the District Community Room to hold the fiscal year 2024 public budget hearing.

Voice Vote – Aye: Member Wyent, Vice President Patel, Member Green, Member Marinelli, Member Mitha, Secretary Tanouye, and President Johnson. Nay: None. Motion carried 7 to 0.

F. Approval of Recommended Bid for Phase One of the Geothermal HVAC Project

Member Marinelli moved and Member Green seconded a motion to approve the recommended bid for phase one of the geothermal HVAC project.



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Roll Call Vote – Aye: Member Marinelli, Member Green, Member Mitha, Member Wyent, Secretary Tanouye, Vice President Patel and President Johnson. Nay: None. Motion carried 7 to 0.

G. Authorization to Bid Phase two of the Geothermal HVAC Project

Member Marinelli moved and Vice President Patel seconded a motion to authorize the superintendent to bid phase two of the geothermal HVAC project.

Voice Vote – Aye: Member Marinelli, Vice President Patel, Member Green, Member Mitha, Member Wyent, Secretary Tanouye, and President Johnson. Nay: None. Motion carried 7 to 0.

H. Approval of the 2023-24 Food Service Agreement with Center Cass School District 66

Member Green moved and Member Mitha seconded a motion to approve the 2023-24 food service agreement with Center Cass School District 66.

Roll Call Vote – Aye: Member Green, Member Mitha, Member Marinelli, Member Wyent, Secretary Tanouye, Vice President Patel and President Johnson. Nay: None. Motion carried 7 to 0.

I. Approval to Release Closed Session Minutes with Any Exceptions as Noted

Member Marinelli moved and Member Wyent seconded a motion to approve the release of closed session minutes from January 24 and March 21, 2023.

Roll Call Vote – Aye: Member Marinelli, Member Wyent, Member Green, Member Mitha, Secretary Tanouye, Vice President Patel and President Johnson. Nay: None. Motion carried 7 to 0.

J. Authorization of Destruction of Verbatim Audio Records from Closed Sessions Held Prior to January 1, 2022 per the Illinois Open Meeting Act, 5 ILCS 120



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Member Mitha moved and Vice President Patel seconded a motion to authorize the destruction of verbatim audio records from closed sessions held prior to January 1, 2022 per the Illinois Open Meetings Action 5 ILCS 120.

Roll Call Vote – Aye: Member Mitha, Vice President Patel, Member Green, Member Marinelli, Member Wyent, Secretary Tanouye and President Johnson. Nay: None. Motion carried 7 to 0.

VI. Conclusion

A. Public Comments

Scott Kondraschow introduced himself as the new CEA President and said that the school year is off to a great start and morale is positive and added that the additional preparation time in the new contract is greatly appreciated among teachers.

B. Board Member Comments

Urszula Tanouye was recently involved in a discussion on book bans and she is happy that this has not been a topic of discussion in our district.

Lana Johnson thanked the administration and staff for a smooth transition to the new school year, including Mr. Cross and the staff for their work getting the issues with the new buses and routes worked out.

VII. Adjournment

Member Wyent moved and Vice President Patel seconded a motion to adjourn this Board of Education Meeting of August 22, 2023 at 9:45 p.m.

Voice Vote – Aye: Member Wyent, Vice President Patel, Member Green, Member Marinelli, Member Mitha, Secretary Tanouye, and President Johnson. Nay: None. Motion carried 7 to 0.

Lana Johnson, Board of Education President

Attest: _____
Urszula Tanouye, Board of Education Secretary