



## **CASS SCHOOL DISTRICT 63**

8502 Bailey Road • Darien, Illinois 60561

# **Board of Education Meeting Minutes**

**Tuesday, April 16, 2024**

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 16th Day of April, 2024.

### **I. Welcome and Call to Order**

The meeting was called to order at 7:02 p.m.

#### **A. Pledge of Allegiance**

#### **B. Roll Call**

Upon roll being called, the following members answered present: President Lana Johnson, Secretary Urszula Tanouye, and Members Chris Green, Katie Marinelli, Liz Mitha, and Steve Wyent. Member Liz Mitha attended by phone until 7:39 p.m. when she arrived in person. Vice President Rinku Patel was absent.

Also in attendance: Superintendent Mark R. Cross, Principal Christine Marcinkewicz, Principal Laura Anderson, and Recording Secretary and Administrative Assistant Gayle Wilson.

#### **C. Recognition of Audience, Announcements, and Correspondence**

Board President Lana Johnson welcomed everyone in attendance. Mrs. Johnson shared that the we received a FOIA request from Tom Syron.

#### **D. Public Comments**

There were no public comments.

### **II. Consent Agenda**

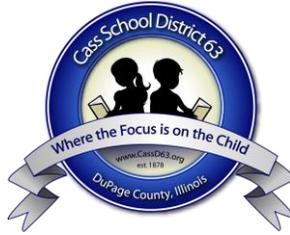
#### **A. Approval of the April 16, 2024 Meeting Agenda**

#### **B. Approval of the March 19, 2024 Meeting Minutes**

#### **C. Approval of the Budget, Cash Flow, Investment, and Payroll Reports**

#### **D. Approval of the District Bills**

#### **E. Acceptance of Resignations**



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Mr. Cross reviewed the consent agenda items, which included a resignation from teacher assistant Isa Sagat effective at the close of the 2023-24 school year.

*Chris Green moved and Member Marinelli seconded a motion to approve the Consent Agenda.*

Roll Call Vote – Aye: Member Green, Member Marinelli, Member Mitha, Member Wyent, Secretary Tanouye, and President Johnson. Nay: None. Motion carried 6 to 0.

### **III. Reports, Updates, and Informational Items**

#### **A. Administrative Reports**

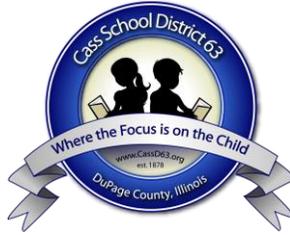
Dr. Anderson noted that Concord staff are getting ready for the construction project, and planning all the end of the year activities. She and Ms. Doyle are working to fill the remainder of the open positions for the 2024-25 school year.

Mrs. Marcinkewicz also noted the construction preparation and end of the year activities, but also highlighted the upcoming 3<sup>rd</sup> Annual Art & Jazz Show, and the 8<sup>th</sup> Grade Washington, D.C. trip.

Mr. Cross stated that we are six weeks out from the beginning of the HVAC construction, adding that a great deal of logistical planning is taking place to be sure we are ready to go by the last day of school. Due to the construction, Mr. Cross shared that the June, and possibly August Board meetings will have to take place in an alternate location to be announced once the location has been finalized. Lastly, Mr. Cross shared the plans for work at some point that will take place in better defining the image of the Warrior mascot at Cass Junior High School.

#### **B. First Reading of Recommended Board Policy Updates**

Mr. Cross presented the first reading of recommended board policy updates, which are largely focused on statutorily mandated policies related to harassment and discrimination. The Board will be asked to act on the recommended updates at the May Board of Education meeting.



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#### **C. Presentation Regarding Social Science Curriculum and Resources**

Principals Laura Anderson and Christine Marcinkewicz reviewed social studies curriculum and resource materials recommendations. The principals shared an overview of the process, teachers involved with the committees, criteria, resources reviewed, rationale, and final recommendations before answering questions from the Board.

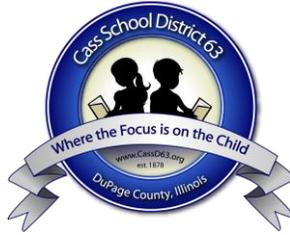
The recommendation from the committee at Concord Elementary was the Studies Weekly program for grades kindergarten through 4, while the recommendation from the committee at Cass Junior High was Savvas Learning Company for grade 5, and Houghton Mifflin Harcourt (HMH) for grades 6 through 8. The total investment for the curriculum resources is \$71,881.

#### **D. Update and Discussion Regarding Facility, Safety and Security Projects**

Mr. Cross updated the Board on planning and coordination underway for the summer HVAC project. Cass Junior High School will be completely closed down and most rooms in the building cleaned out for the summer while the new geothermal system is installed. The work at Concord is somewhat less in depth, but will also impact the vast majority of the building. Mr. Cross then noted that it was recommended that the District hire a third party HVAC commission service to ensure that the HVAC project is completed and brought online correctly.

#### **E. Update Regarding Food Service Program and Procurement Process**

Mr. Cross noted that he and Center Cass District 66 Superintendent Andrew Wise have worked in collaboration to complete the request for proposal documentation for the lunch program for the 2024-25 school year. He shared with the Board the request for proposal document mandated by the Illinois State Board of Education. He said the proposal is a tedious process that requires the approval of the Illinois State Board of Education, but the two school districts are finalizing the details to seek proposals. He expects that the process will be completed in the summer, hopefully no later than mid-July. It is possible that a special meeting of the Board will be necessary for approval.



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#### IV. Recommended Action Items

##### A. Employment of Recommended Personnel

Mr. Cross reviewed the recommended employees for approval for the 2024-25 school year. Those employees are part-time student services director Cathy Fisher, 4th grade teacher Bridget Berger, kindergarten teacher Monica Rothbard, and speech pathologist Sharon Chacko, who will be shared with Center Cass School District 66.

*Member Wyent moved and Member Mitha seconded a motion to approve the employment of recommended candidates Cathy Fisher, Bridget Berger, Monica Rothbard, and Sharon Chacko for their respective positions for the 2024-25 school year.*

Roll Call Vote – Aye: Member Wyent, Member Mitha, Member Green, Member Marinelli, Secretary Tanouye, and President Johnson. Nay: None. Motion carried 6 to 0.

##### B. Approval of Recommended Social Science Curriculum and Resources

*Member Green moved and Secretary Tanouye seconded a motion to approve the recommended social science curriculum and resources for use beginning with the 2024-25 school year.*

Roll Call Vote – Aye: Member Green, Secretary Tanouye, Member Marinelli, Member Mitha, Member Wyent, and President Johnson. Nay: None. Motion carried 6 to 0.

##### C. Approval of Proposal for HVAC Project System Commissioning Services

*Urszula Tanouye moved and Member Green seconded a motion to approve the CERx as a third party HVAC commissioning service at a cost of \$36,350.*

Roll Call Vote – Aye: Secretary Tanouye, Member Green, Member Marinelli, Member Mitha, Member Wyent, and President Johnson. Nay: None. Motion carried 6 to 0.



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**D. Approval of Joint Food Service Management Company Vended Fixed Price per Meal Contract Request for Proposal with Center Cass School District 66**

*Member Wyent moved and Member Marinelli seconded a motion to approve the Joint Food Service Management Request for Proposal with Center Cass School District 66.*

Roll Call Vote – Aye: Member Wyent, Member Marinelli, Member Green, Member Mitha, Secretary Tanouye, and President Johnson. Nay: None. Motion carried 6 to 0.

**V. Conclusion**

**A. Public Comments**

There were no public comments.

**B. Board Member Comments**

Lana Johnson welcomed Cathy Fisher to the District on behalf of the Board.

**VII. Adjournment**

*Member Wyent moved and Member Marinelli seconded a motion to adjourn this Board of Education Meeting of April 16, 2024 at 8:28 p.m.*

Voice Vote – Aye: Member Wyent, Member Marinelli, Member Green, Member Mitha, Secretary Tanouye, and President Johnson. Nay: None. Motion carried 6 to 0.

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Lana Johnson, Board of Education President

Attest: \_\_\_\_\_  
Urszula Tanouye, Board of Education Secretary