



CASS SCHOOL DISTRICT 63

8502 Bailey Road • Darien, Illinois 60561-5333

Board of Education Meeting Minutes

Tuesday, June 20, 2023

Minutes of the Meeting of the Board of Education of Cass School District 63, DuPage County, Illinois; held at Concord Elementary School at 7:00 P.M. on the 20th Day of June, 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, and Members Chris Green, Katie Marinelli, Liz Mitha and Steve Wyent. Secretary Urszula Tanouye arrived at 7:10 p.m.

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

Vice President Johnson welcomed Katie Fujiura.

Mrs. Johnson stated that the district had received one FOIA request that has been fulfilled.

D. Public Comments

There were no public comments.

II. Consent Agenda

A. Approval of the June 20, 2023 Meeting Agenda

B. Approval of the May 16, 2023 Meeting Minutes

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

D. Approval of the District Bills

E. Approval of Authorization to Prepay July Bills

F. Approval of Employee Resignations



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Mr. Cross announced that Concord Elementary administrative assistant Sandy Leonard, Cass Junior High teacher assistant Joanne Groh and Cass Junior High custodian Karen Lampl have submitted resignations.

Mr. Cross noted since there is no July Board meeting we are requesting preapproval of the July bills in order to ensure we are paying our invoices in a timely manner. All invoices paid will be presented to the Board at the August meeting.

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

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

III. Public Hearing for the Amended Fiscal Year 2023 Budget

Member Mitha moved and Member Marinelli seconded a motion to open the public hearing for the Amended Fiscal Year 2023 Budget.

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

Mr. Cross reviewed the updated FY23 budget and noted that there was only a slight adjustment since it was presented to the Board at the May 16 meeting. The budget is being amended due to higher than anticipated special transportation costs, as well as the addition of capital projects fund after the successful referendum to address safety, security, and HVAC needs.

Member Wyent moved and Member Mitha seconded a motion to close the public hearing for the Amended Fiscal Year 2023 Budget.



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Roll Call Vote – Aye: Member Wyent, Member Mitha, Member Green, Member Marinelli, 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 administrative reports which highlighted the wonderful end of year activities in each of the schools.

Mr. Cross shared that the district network upgrade was just completed and its purpose was to protect the district against cyber security attacks along with necessary router upgrades. He also updated the Board on the MTSS (multi-tiered system of support) meeting held recently with the leadership team and school service personnel to develop a plan to provide targeted resources for individual student needs. He said some resources will be necessary and will update the Board as progress is made. Mrs. Mitha added that she is excited about these discussions and feels both students and teachers will benefit.

B. Presentation of Strategic Plan Progress Review

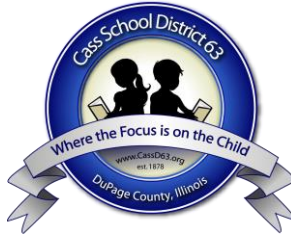
Mr. Cross gave a progress update on the Strategic Plan highlighting the strides that have been made over the recent months and year under the three pillars of Academic Growth and Achievement, Student Services and Support, and Student Health and Safety.

C. Second Reading of Recommended Board Policy Updates

Mr. Cross reviewed the recommended Board policy updates highlighting the new requirements for staff hired after July 1 in response to Faith's Law.

D. Update Regarding 2023-24 Lunch Program Services Procurement

Mr. Cross reviewed the work that the District has done researching lunch service providers and looking into the possibility of proceeding with the lunch program independent of Center Cass District 66.



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In order for the District to independently contract with a lunch vendor, there are many requirements that need to be met and it has been determined that potential facility improvements that the district learned may be necessary cannot be completed prior to the start of the school year. Mr. Cross suggested the Board move forward with the continuation of the District's partnership with Center Cass 66 and Aramark for the 2023-24 school year. Once the new school year is started, work will continue on planning for potential changes for the 2024-25 school year.

E. Discussion Regarding Board of Education Agreements and Protocols

Mrs. Johnson reviewed the current agreements and protocols noting that they were previously adopted two years ago. Although there have been no updates, both Mrs. Johnson and Mr. Cross felt that since we have a new Board, it is a good time to review. The Board agreed the current language included is effective and helpful for clarifying roles.

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

Mr. Cross stated presented bid documents for the Board to consider for the exterior geothermal well project. Mr. Cross noted that he is looking for approval to move forward with the bid process and stated that there are only two companies that do this type of work in the area. This phase of the project would be done between the fall of 2023 and spring of 2024. This work needs to be completed prior to the mechanical work that is scheduled for the summer of 2024, which will be presented later as phase two of the project.

V. Recommended Action Items

A. Employment of Recommended Personnel

Vice President Patel moved and Member Green seconded a motion to approve Monique Bell for the position of Cass Junior High library assistant at the start of the 2023-24 school year.

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



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Secretary Tanouye moved and Member Mitha seconded a motion to approve Katie Paljetak for the position of Concord Elementary teacher assistant at the start of the 2023-24 school year.

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

B. Adoption of the Amended Fiscal Year 2023 Budget

Member Wyent moved and Vice President Patel seconded a motion to adopt the amended fiscal year 2023 budget as presented.

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.

C. Approval of the Recommended Board Policy Updates

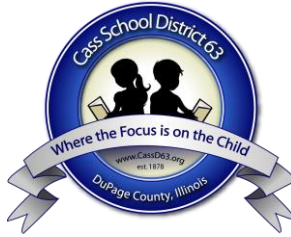
Member Marinelli moved and Member Mitha seconded a motion to approve the recommended Board policy updates.

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

D. Approval of Board of Education Agreements and Protocols

Member Marinelli moved and Vice President Patel seconded a motion to approve the Board of Education Agreements and Protocols.

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.



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E. Approval of 2023-24 School Lunch Program Services Vendor

Member Wyent moved and Member Mitha seconded a motion to approve Aramark as the 2023-24 school lunch program services vendor.

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

F. Authorization to Bid Phase 1 of the Geothermal HVAC Project

Member Green moved and Member Marinelli seconded a motion to authorize the superintendent to bid phase 1 of the geothermal HVAC project.

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

G. Approval of Facility Request and Use Agreement and Rental Fees

Mr. Cross noted that it has been quite some time since facility rental fees were adjusted and he is recommending some clarification and restructuring of how groups that rent district facilities are charged.

Member Wyent moved and Vice President Patel seconded a motion to approve the Facility Request and Use Agreement and rental fees as presented.

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.

H. Approval of the Fiscal Year 2024 Consolidated District Plan for Federal Funding

Mr. Cross explained that each year the District is required to submit this plan to secure our annual allotment of federal funding.

Member Wyent moved and Vice President Patel seconded a motion to approve the Fiscal Year 2024 Consolidated District Plan for Federal Funding.



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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.

I. Approval of Intergovernmental Agreement with the Illinois Department of Healthcare and Family Services Regarding Reimbursement of School Based Health Services

Mr. Cross noted that we are required to approve this intergovernmental agreement to help ensure the flow of Medicare and Medicaid service funding that we receive for providing certain health-related services.

Vice President Patel moved and Member Green seconded a motion to approve the Intergovernmental Agreement with the Illinois Department of Healthcare and Family Services Regarding Reimbursement of School Based Health Services.

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

VI. Conclusion

A. Public Comments

Katie Fujiura noted from an earlier discussion that the district used to hold a student driven cultural fair that coincided with 6th grade curriculum at the time and the entire grade was involved. Mr. Cross and the Board again thanked the retiring Mrs. Fujiura for her service to the district.

B. Board Member Comments

There were no Board Member comments.

VII. Adjournment

Member Wyent moved and Member Marinelli seconded a motion to adjourn this Board of Education Meeting of June 20, 2023 at 8:58 p.m.



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Voice 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.

Lana Johnson, Board of Education President

Attest: _____
Urszula Tanouye, Board of Education Secretary