

**BOARD OF EDUCATION  
525 SUNSET RIDGE ROAD  
NORTHFIELD, ILLINOIS 60093  
REGULAR BOARD OF EDUCATION MEETING  
February 13, 2018  
7:00 p.m.**

**MINUTES**

**ROLL CALL: (7:03 p.m.)**

Mr. Spaan called the meeting to order at 7:03 p.m. and upon roll call, the following were present:

Present: Ms. Alpert Knight, Mrs. Detlefsen, Mr. Hayes,  
Mrs. Mirkovic, Mrs. Peterson, Mr. Spaan, Mr. Subeck

Absent: None

Also Present: Dr. Stange, Dr. Greene, Mrs. Styczen, Ms. Dunham,  
Mr. Lewis, Ms. Logan, Mrs. Baldwin,  
Band/orchestra/choir members and their families.

**SPOTLIGHT ON STUDENTS:**

**2.1 Band/Orchestra/Choir Students**

Students from Sunset Ridge's band, orchestra and choir programs performed selected pieces they have been perfecting in preparation for outside performances and contests. Sunset Ridge Principal Dr. Sukenik detailed the hard work, dedication, and practice hours that go into preparing for each performance. Superintendent Dr. Stange commended each student on their willingness to devote themselves to their musical endeavors, and assured them that not only will their training support their academic careers, as evidenced by research, but it will also be a comforting presence in their daily lives as they grow into adulthood. Dr. Stange also thanked the music teaching staff for their great leadership in creating a program that allows our student musicians to flourish.

**CONSENT AGENDA:**

**3.1 Minutes of the Board Meeting – January 16, 2018**

**3.2 Bills and Salaries**

Mr. Hayes moved to approve the Consent Agenda. Mrs. Mirkovic seconded the motion. The Board voted as follows:

Aye: Ms. Alpert Knight, Mrs. Detlefsen, Mr. Hayes,  
Mrs. Mirkovic, Mrs. Peterson, Mr. Spaan, Mr. Subeck

Absent: None

Nay: None

THE MOTION WAS APPROVED.

**COMMUNICATIONS:**

**4.1 Winnetka-Northfield Chamber of Commerce**

Dr. Stange was proud to announce that District 29 has been named Educational Institution of the Year by the Winnetka-Northfield Chamber of Commerce, and will be honored at their 42<sup>nd</sup> Annual Recognition Lunch on April 11<sup>th</sup>.

#### **4.2 Winnetka Current – Robotic Competition**

Dr. Stange also shared a recent newspaper article that profiled a local robotics tournament that our district students participated in. In fact, one of our teams took first place in the “Teamwork” category, and will be going on to state competition! Dr. Stange explained that this, together with our students presenting at the recent Students in Technology conference, is proof that our new computer science curriculum is meeting, and even exceeding, our expectations.

#### **OLD BUSINESS:**

#### **5.1 Capital Improvement Update**

##### **5.1a Sunset Ridge School Capital Improvement**

Dr. Stange was happy to report that the previous problems with the HVAC system in regulating the temperatures throughout the building seem to be resolved, but continue to be closely monitored. The nosing on the Presentation Stairs should be completed before Spring break. There was a small leak in one of the music rooms, which is being addressed. Additionally, cold and wet temperatures have caused shifting in the bricks that border the front entrance. These will be adjusted in the late spring to early summer.

##### **5.1b Middlefork School Capital Improvement**

Dr. Stange reported that the administration looks forward to visiting other schools in the area in order to gather design ideas as we continue to study the scope of the Middlefork Capital Improvement project.

#### **5.2 Strategic Planning Update**

Dr. Stange discussed the results of the 2018 Parent and Staff School Perceptions Survey, commenting that while there is much to celebrate about our district, there is always room for improvement. The results of the survey are posted on the district website's home page. The Board discussed the meeting schedule for the Strategic Planning Steering Committee.

#### **5.3 Second Reading and Possible Approval: Board Policy on Sexual Harassment (Students)**

The Board had a second reading of policy 700.02, Sexual Harassment Regarding Students.

#### **5.4 Second Reading and Possible Approval: Board Policy on Sexual Harassment (Personnel)**

The Board had a second reading of policy 500.20, Personnel Policy Against Sexual Harassment.

#### **5.5 Discussion: Administrative Procedures for Facilities Rental**

The Board continued to refine the District's procedures and fees as applied to the rental of outdoor and indoor space at both schools.

**NEW BUSINESS:**

**6.1 Audience Comments**

There were no audience comments.

**6.2 Board Open Discussion**

There was no Board open discussion.

**REPORTS:**

**7.1 Finance & Facilities Committee**

**7.1a Report from January 30, 2018 Meeting**

Mr. Subeck reported that the committee reviewed the July '17 through December '17 financials. The next meeting is April 10, 2018, at 6pm.

**7.2 Education Committee**

**7.2a Report from January 30, 2018 Meeting**

Ms. Alpert Knight reported that the Library/Media Specialists from both Middlefork and Sunset Ridge gave in-depth presentations on how their departments not only provide curriculum and technology support to teachers, but also strive to make the library a lively, current, and engaging place for students through the use of book clubs, contests, and collaborative projects, among other methods. The next meeting is March 13, 2018, at 6pm.

**7.3 External Relations**

**7.3a IASB**

Dr. Stange reported on anticipated changes in the PARCC tests, which are in response to gathered feedback.

**7.3b PTO**

Mrs. Mirkovic reported that although the district school calendar has been modified for an extra snow day, the PTO calendar of events remains unchanged.

**7.3c NSSED**

Mr. Hayes reported that the co-op's Strategic Plan has been approved, and they look forward to its implementation. Additionally, Mr. Hayes has been appointed to their Nominating Committee.

**7.3d Northfield Park District**

Mrs. Detlefsen reported that discussions continue regarding the usage of facilities outside of school hours, which include improving communication between stakeholders regarding the rental of Middlefork's small gym.

**7.3e Village of Northfield**

There was no report.

**7.3f Foundation Fund**

There was no report.

**7.4 Administrative Reports**

**7.4a Freedom of Information Act Requests**

**7.4a1 Request from Illinois Retired Teachers Association and Dr. Stange's Response**

Dr. Stange reported on a FOIA request from the Illinois Retired Teachers Association.

**7.4a2 Request from Janet Shaw and Dr. Stange's Response**

Dr. Stange reported on a FOIA request from a private citizen, Janet Shaw.

**7.4b Update: Actual 2017-2018 and Project 2018-2019 Enrollment**

Dr. Stange reviewed the most recent enrollment numbers, which include 45 registered children for the 18/19 Kindergarten class.

**7.4c Update: 2018-2019 Staffing**

Dr. Stange reviewed anticipated vacancies to be filled in both 4<sup>th</sup> and 6<sup>th</sup> grade teaching positions.

**7.4d PLTW Showcase Debrief**

Mrs. Styczen also reported that the Project Lead The Way showcase that was held in December at Sunset Ridge was a great success and she received glowing feedback from the participants. Dr. Sukenik reported on staffing recommendations that are being made for Sunset Ridge next year.

**7.4e Discussion 2018-2019 Staffing**

Dr. Stange provided an overview of open positions for the 2018-2019 school year.

**CLOSED SESSION:**

At 8:32 p.m. it was moved by Mrs. Detlefsen and seconded by Mr. Hayes that the Board enter into closed session to discuss the closed session minutes from January 16, 2018; to discuss the release of closed session minutes and the destruction of verbatim closed session tapes; to consider information regarding employment, compensation, discipline, or dismissal of specific employees or legal counsel; to discuss the placement of individuals in special education programs or matters related to individual students; to discuss potential litigation; and to discuss collective bargaining.

The Board voted as follows:

Aye: Ms. Alpert Knight, Mrs. Detlefsen, Mr. Hayes,  
Mrs. Mirkovic, Mrs. Peterson, Mr. Spaan, Mr.  
Subeck

Absent: None

Nay: None

THE MOTION WAS APPROVED.

**RESUMPTION OF OPEN  
MEETING:**

Upon resumption of the open meeting at 10:07 p.m., the following recommendations were made.

**10.1 Approval: Closed Session Minutes – January 16, 2018**

Mr. Subeck moved to approve the closed session minutes from January 16, 2018. Mrs. Peterson seconded the motion. The Board voted as follows:

Aye: Ms. Alpert Knight, Mrs. Detlefsen, Mr. Hayes,  
Mrs. Mirkovic, Mrs. Peterson, Mr. Spaan, Mr.  
Subeck

Absent: None

Nay: None

THE MOTION WAS APPROVED.

**10.2 Release of Closed Session Minutes**

Ms. Alpert Knight moved to not release any closed session minutes at this time. Mr. Subeck seconded the motion. The Board voted as follows:

Aye: Ms. Alpert Knight, Mrs. Detlefsen, Mr. Hayes,  
Mrs. Mirkovic, Mrs. Peterson, Mr. Spaan, Mr.  
Subeck

Absent: None

Nay: None

THE MOTION WAS APPROVED.

**10.3 Destruction of Closed Session Verbatim Record**

Ms. Alpert Knight moved to approve the destruction of the closed session verbatim record. Mrs. Peterson seconded the motion. The Board voted as follows:

Aye: Ms. Alpert Knight, Mrs. Detlefsen, Mr. Hayes,  
Mrs. Mirkovic, Mrs. Peterson, Mr. Spaan, Mr.  
Subeck

Absent: None

Nay: None

THE MOTION WAS APPROVED.

**10.4 Approval: Shelby Cavnar (Spanish Teacher) FMLA Request**

Mr. Subeck moved to approve Mrs. Cavnar's FMLA request. Mr. Hayes seconded the motion. The Board voted as follows:

Aye: Ms. Alpert Knight, Mrs. Detlefsen, Mr. Hayes,  
Mrs. Mirkovic, Mrs. Peterson, Mr. Spaan, Mr.  
Subeck

Absent: None

Nay: None

THE MOTION WAS APPROVED.

**10.5 Approval: Shelby Cavnar (Spanish Teacher) General Leave Request**

Mrs. Peterson moved to approve Mrs. Cavnar's general leave request. Mrs. Mirkovic seconded the motion. The Board voted as follows:

Aye: Ms. Alpert Knight, Mrs. Detlefsen, Mr. Hayes, Mrs. Mirkovic, Mrs. Peterson, Mr. Spaan, Mr. Subeck

Absent: None

Nay: None

THE MOTION WAS APPROVED.

**10.6 Approval: Natalie Doebler (Kindergarten Teacher) Extended Maternity Leave Request**

Mrs. Detlefsen moved to approve Mrs. Doebler's request for extended maternity leave. Mr. Hayes seconded the motion. The Board voted as follows:

Aye: Ms. Alpert Knight, Mrs. Detlefsen, Mr. Hayes, Mrs. Mirkovic, Mrs. Peterson, Mr. Spaan, Mr. Subeck

Absent: None

Nay: None

THE MOTION WAS APPROVED.

**DELEGATIONS/PETITIONS:** No delegations or petitions were presented.

**ADJOURNMENT:** It was moved by Mrs. Peterson and seconded by Mrs. Mirkovic to adjourn the meeting at 10:11 p.m. All were in favor.

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President, Board of Education

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Secretary, Board of Education

Approved 13 March, 2018