

**BOARD OF EDUCATION MINUTES
CHANNAHON SCHOOL DISTRICT 17
WILL COUNTY, ILLINOIS**

**PIONEER PATH SCHOOL
Regular Board Meeting - 7:00 pm
Monday, September 25, 2023**

Vice President Derek Breen entertained a motion to call the open meeting to order at 6:04pm. Motion by Pat Clower, seconded by Brooke Babilacqua. All ayes, nays none, motion passes.

Roll Call: Brooke Babilacqua, Derek Breen, Pat Clower, and Nichole Nyalka

Vice President Derek Breen entertained a motion to call the executive session to order at 6:05pm. Motion by Pat Clower, seconded by Derek Breen. All ayes, nays none, motion passes.

*Joe Pope entered the meeting at 6:07pm

ES Roll Call: Brooke Babilacqua, Derek Breen, Pat Clower, Nichole Nyalka, and Joe Pope

Also Present: Dr. Nicholas Henkle and Mr. Jeff Grosso

Absent: Brandt Compton and Christine Bucciarelli

*Christine Bucciarelli entered at 6:20pm

President Pope entertained a motion to adjourn the executive session at 7:10pm. Motion by Derek Breen, seconded by Pat Clower. All ayes, nays none, motion passes.

President Pope reminded the Board that they were still in Open Session at 7:12pm.

The Board opened the Public Hearing for the FY24 Annual Budget at 7:13pm.
Motion by: Pat Clower, seconded by Joe Pope

There was no public comment on the Public Hearing for the FY24 Annual Budget.

The Board closed the Public Hearing for the FY24 Annual Budget at 7:22 pm.
Motion by: Pat Clower, seconded by Derek Breen

President Pope led the meeting with the Pledge of Allegiance. President Pope asked if there were any public comments. There were none.

President Pope entertained a motion to approve the amended consent agenda. Motion made by Derek Breen, seconded by Christine Bucciarelli. All ayes, nays, none, motion passes.

Roll Call: Joe Pope, Derek Breen, Christine Bucciarelli, Brooke Babilacqua, Pat Clower, and Nichole Nyalka

Consent Agenda

- Approve Personnel Report
- Approve August 28, 2023 Regular Board and Executive Minutes and September 13, 2023 Special Board Minutes
- Approve Treasurer's Report
- Approve Treasurer's Financial Report
- Authorize Treasurer to Pay Board Bills Listed
- Authorize Destruction of March 21, 2022, Recorded Executive Minutes

President Pope asked if there were any union comments. There were none.

President Pope turned the meeting over to Dr. Henkle.

Dr. Henkle opened by thanking the Board and community for the successful celebration of Pioneer Path School's 100th anniversary on September 14. That evening, District 17 honored Pat Clower for more than 40 years of dedicated service on the school board.

Dr. Henkle turned the meeting over to Mr. Grosso for the ARCON project authorization presentation. Mr. Grosso presented the following project authorizations which were submitted for the Board's authorization:

- HVAC Upgrades
 - Pioneer Path Univent & Boiler Replacements
 - Current system equipment in all areas (except for the District Office) are at or beyond life expectancy and investigating efficiency improvements
 - Building Automation System (BAS) upgrades at Channahon Jr High, Three Rivers and Galloway Schools
 - Software and hardware currently is over 20 years old and is no longer compatible with current technologies.
- District Office Entrance Ramp
 - ADA-related (Americans with Disabilities Act) Improvements

Mr. VP Trinh and Mr. Brian McElmeel from ARCON Associates were also present at the meeting and answered Board questions regarding the above mentioned projects.

President Pope recommended a motion to approve the architectural project authorization provided by ARCON Associates for HVAC upgrades and boiler replacements with a building automation system integration at Pioneer Path, as well as HVAC Building Automation System upgrades at CJHS, TRS, and NBG. Motion by: Derek Breen, seconded by Pat Clower. All ayes, nays none, motion passes.

Roll Call: Derek Breen, Christine Bucciarelli, Brooke Bavalacqua, Pat Clower, Nichole Nyalka, and Joe Pope

President Pope recommended a motion to approve the architectural project authorization provided by ARCON Associates for ADA-related improvements to the District Office entrance. Motion by: Joe Pope, seconded by Pat Clower. All ayes, nays none, motion passes.

Roll Call: Christine Bucciarelli, Brooke Bavalacqua, Pat Clower, Nichole Nyalka, Joe Pope, and Derek Breen

The meeting was returned to Dr. Henkle. Dr. Henkle reminded the Board of the discussion in the June and August meetings regarding updating the Pioneer Path School sign to an LED sign. Administration collected three proposals to install a 3.2' x 8' LED sign of the same dimensions to use at the current sign location. The brick base will be preserved and the existing power will be increased from 120v to 240v. Proposals were received from Stewart Signs (\$22,308), Boyd Signs (\$27,965), and US Sign & Electric LLC (\$45,285). Administration recommended using a white background with black trim. It was also recommended to use a wireless system to transmit data.

President Pope recommended a motion to accept the proposal from Stewart Signs in the amount of \$22,308 for the purchase and installation of a double-sided LED sign to be installed at Pioneer Path School. Motion by: Christine Bucciarelli, seconded by Nichole Nyalka. Five ayes, one nay, motion passes.

Roll Call:

Ayes: Brooke Babilacqua, Pat Clower, Nichole Nyalka, Joe Pope, and Christine Bucciarelli
Nay: Derek Breen

Dr. Henkle listed the following trips over 200 miles for Board approval:

- October 6-8, 2023 - Grade 8, Washington, DC trip
- April 5-6, 2024 - Grade 8, Springfield trip

Board Member Clower would like to entertain discussion to change the Springfield trip to a one-day trip for all eighth grade students. Further discussion will occur at the January board meeting.

President Pope recommended a motion to approve 2023-24 Field Trips exceeding 200 miles or overnight, including Washington, DC and Springfield, Illinois. Motion by: Pat Clower, seconded by Joe Pope. All ayes, nays none, motion passes.

Roll Call: Pat Clower, Nichole Nyalka, Joe Pope, Derek Breen, Christine Bucciarelli, and Brooke Babilacqua

Dr. Henkle presented the Board with a request to fill the vacant Early Learning Instructional Coach position with a grant-funded, part-time position through June 30, 2024. The position will be for a certified teacher to work directly with early childhood teachers, administrators, and parents to coordinate and advocate for family involvement to facilitate children's learning. After that time, the position will return to a full-time position. The estimated salary is \$16,700 for 100 days. This item will be brought for action at the October Board meeting.

President Pope turned the meeting over to Mr. Grosso for the Business Office Report.

Mr. Grosso recommended the Board adopt the resolution for the FY24 annual budget. A certified copy of the budget and resolution will be filed with the Will County Clerk Tax Extension Department. President Pope recommended a motion to adopt the resolution for the FY24 Annual Budget. Motion by: Derek Breen, seconded by Joe Pope. All ayes, nays none, motion passes.

Roll Call: Nichole Nyalka, Joe Pope, Derek Breen, Christine Bucciarelli, Brooke Babilacqua, and Pat Clower

Mr. Grosso recommended the Board approve the FY23 Administrator and Teacher Compensation Compliance Report which must be reported to the Illinois State Board of Education by October 1 of each school year. President Pope recommended a motion to approve the FY23 Administrator and Teacher Compensation Compliance Report. Motion by: Derek Breen, seconded by Christine Bucciarelli. All ayes, nays none, motion passes.

Roll Call: Joe Pope, Derek Breen, Christine Bucciarelli, Brooke Babilacqua, Pat Clower, and Nichole Nyalka

Mr. Grosso recommended the Board approve the FY23 IMRF Salary Compensation Compliance Report which will be posted to the district website. President Pope recommended a motion to approve the FY23 IMRF Salary Compensation Compliance Report. Motion by: Christine Bucciarelli, seconded by Nichole Nyalka. All ayes, nays none, motion passes.

Roll Call: Derek Breen, Christine Bucciarelli, Brooke Babilacqua, Pat Clower, Nichole Nyalka, and Joe Pope

Mr. Grosso presented the Board with a restructure proposal for the Business Office and Technology Department. The proposed plan increases redundancy in roles to ensure productivity is not lost during future turnover or unexpected leaves of absence. If approved, the new structure will take effect for FY25. The restructure plan is as follows:

- Elimination of the 12-month Technology Assistant position
- Create a 10-month (210-day) Transportation Manager position to manage all daily operations and supervise drivers and bus monitors
- Technology Director retitled to Information/Data Systems & Network Security Administrator. (This position absorbs the responsibilities of the eliminated Technology Assistant position.)
- AP/Transportation position trades off transportation responsibilities for additional business office tasks in order to strengthen internal controls
- CSBO/Transportation Director position turns into CSBO/Chief Technology Officer position with continued oversight of the transportation department

Mr. Grosso explained that this person would start on July 15 of each year to work with the bus drivers to set up the routes. The position would be eight hours per day from July 15 to the first of September. After that time, the position would be dropped down to six hours per day when school is in session and in-service days. The schedule was customized to coincide when this person would be needed most. This item will be discussed again and brought for action at the October Board meeting.

Mr. Grosso brought to the Board the need for a sound system for NB Galloway. NBG is the only school in the district without a sound/public address (PA) system permanently in place. PE and music staff are currently using a basic, portable setup for all classes and music performances. A permanent sound/PA system in the NBG gym would be used for PE classes, large group assemblies, and music performances. The system would consist of two 360-degree ceiling-mount speakers with all necessary amplification, brackets, wiring, and wired/wireless microphone capabilities which would closely match the capabilities and scale at

Pioneer Path and Three Rivers. The equipment cost will be \$10,082 with electrician installation estimated to cost approximately \$1,500. In addition, the Board suggested we consider dropdown projection screens in the gyms at all four buildings. This item will be brought for action at the October meeting.

New Business - None

Other Board Matters

- Board Meeting Format - The current Board Meeting format requires in-person attendance by community members to view and participate in open meetings. The Board discussed the possibility of adding a video and/or audio option in Channahon 17.

The Board suggested we keep the current format of in-person attendance. The public had previously suggested we post the Board minutes the day following the meeting. Per board meeting rules, the District cannot post the minutes until they are approved at the following month's meeting.

Upcoming Events

- Monday, October 23, 2023 – 7:00pm School Board Meeting

Adjournment - President Pope entertained a motion to adjourn the meeting at 9:00pm. Motion made by: Pat Clower, seconded by Joe Pope. All ayes, nays none, motion passes.

Submitted by: Susan Sprouse

Joe Pope, President

Christine Bucciarelli, Secretary