

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

**PIONEER PATH SCHOOL
Regular Board Meeting - 7:00 pm
Monday, October 23, 2023**

President Pope entertained a motion to call the open meeting to order at 6:04pm. Motion by Derek Breen, seconded by Joe Pope. All ayes, nays none, motion passes.

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

President Pope 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.

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

Also Present: Dr. Nicholas Henkle and Mr. Jeff Grosso
Attorney, Jacob Schneider, was present via phone conference

Brandt Compton entered at 6:20pm

President Pope entertained a motion to adjourn the executive session at 7:05pm. Motion by Derek Breen, seconded by Nichole Nyalka. All ayes, nays none, motion passes.

President Pope reminded the Board that they were still in Open Session at 7:10pm.

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 Christine Bucciarelli, seconded by Derek Breen. All ayes, nays, none, motion passes.

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

Consent Agenda

- Approve Personnel Report
- Approve September 25, 2023 Regular Board and Executive Minutes and October 3, 2023 Special Board Minutes
- Approve Treasurer's Report
- Approve Treasurer's Financial Report
- Authorize Treasurer to Pay Board Bills Listed
- Authorize Destruction of April 24, 2022, Recorded Executive Minutes

President Pope asked if there were any union comments. There were none. President Pope entertained a motion to approve the termination of employment for Employee #9961 for failure to report for required drug testing and abandonment of duties. Motion made by Pat Clower, seconded by Christine Bucciarelli. All ayes, nays, none, motion passes.

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

President Pope turned the meeting over to Dr. Henkle.

Dr. Henkle introduced Mr. Jesse Lipscomb from the Chanooka Braves. Mr. Lipscomb presented information to the Board regarding a scoreboard that Minooka Community High School donated to the Braves to replace the existing scoreboard at Three Rivers School. The Board suggested that the Braves donate the existing scoreboard to St. Ann's Golden Eagles Football team in Channahon. This item will be brought back for action at the November meeting.

Dr. Henkle presented the Board with the idea of extending the fencing at Pioneer Path at the corner of Tryon Street and Route 6 to provide an additional layer of security. This would provide a containment area for students who use this as an additional playground area as well as a barrier between students and vehicles or unfamiliar people. The Board was in support of extending the fence as long as there were exit points for students to evacuate if necessary and asked for proposals to be brought back at the November meeting.

Dr. Henkle reminded the Board of previous discussions this summer to participate in litigation with Frantz Law Group to mitigate the negative impact of social media for elementary and high school age children. A draft resolution and attorney-client fee agreement were presented to the Board for their review and approval. This resolution will initiate Frantz Law Group to provide legal services in connection with pursuing claims for damages associated with Social Media.

President Pope recommended a motion to approve the resolution and attorney-client fee agreement with Frantz Law Group, to authorize CSD17 participation in Social Media litigation. Motion by: Joe Pope, seconded by Nichole Nyalka. Six ayes, one nay, motion passes.

Roll Call:

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

Nays: Brandt Compton

Dr. Henkle recommended the Board approve a grant-funded, part-time position for a Family Educator Liaison at Galloway School that will sunset at the end of the school year on June 30, 2024. President Pope recommended a motion to approve the Family Educator Liaison position at an approximate salary of \$16,700 fully paid for by the PFA grant, which will sunset at the conclusion of the school year at Galloway School. Motion by: Brandt Compton, seconded by Derek Breen. All ayes, nays none, motion passes.

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

Dr. Henkle congratulated the Cross Country runners and Coaches Papp, Lange, and Bertani for their accomplishment at the state final meet. President Pope recognized and presented the students with certificates. The girls team celebrated a State Championship and the boys team placed fourth in state. Coach Brian Papp praised the runners for their hard work and dedication.

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

Mr. Grosso recommended the Board approve the transfer of unclaimed funds from the 2019 Distribution of Surplus Funds to the State of Illinois Treasurer's Office Unclaimed Property Fund. The total amount of 2019 Distribution of Surplus Funds Unclaimed Fund to be liquidated to the Illinois Unclaimed Property Fund is \$65,507.37. The current 2021-22 Distribution of Surplus Funds outstanding check balance of \$125,794.14 will need to be transferred to the unclaimed Distribution of Surplus Funds account in preparation for the budgeted 2023 Distribution of Surplus Funds. The 2021-22 Distribution of Surplus Funds held in the unclaimed bank account will be eligible for transfer to the State of Illinois Unclaimed Property Fund on November 1, 2025.

President Pope recommended a motion to direct District staff to transfer unclaimed 2019 surplus distribution funds from the bank to the Illinois Treasurer's Office Unclaimed Property Fund in the amount of \$65,507.37. Motion by: Pat Clower, seconded by Derek Breen. All ayes, nays none, motion passes.

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

President Pope recommended a motion to direct District staff to transfer 2021-22 Property Tax Reimbursement funds from the current Homestead and Commercial pool bank accounts to the unclaimed pool bank account in the amount of \$125,794.14; not to be transferred to the State of Illinois Unclaimed Fund until November 2025. Motion by: Joe Pope, seconded by Pat Clower. All ayes, nays none, motion passes.

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

Mr. Grosso recommended the Board adopt the resolution presented to establish a distribution of surplus funds account and direct the treasurer to deposit the designated surplus amount of \$10M as budgeted in the Channahon School District 17 2023-24 Budget, and furthermore direct the treasurer to distribute those funds in accordance with 35 ILCS 200/30-25(c) and (d) of the Fiscal Responsibility Law. Pursuant to law, a minimum of 50% of the surplus must be designated to the homestead property pool. The Board has the authority to split the \$10M surplus in any way, so long as a minimum of 50% of the total surplus is designated to the homestead account. The Board directed administration to designate 70% to the homestead property pool.

President Pope recommended a motion to adopt the resolution establishing a distribution of surplus funds account and directing the treasurer to deposit the designated surplus amount of \$10M , with 70% of the \$10M surplus to the homestead account and 30% of the \$10M surplus to the industrial/commercial account, and directing the treasurer to distribute those funds in accordance with 35 ILCS 200/30-25(c) and (d) of the Fiscal Responsibility Law. Motion by: Derek Breen, seconded by Nichole Nyalka. All ayes, nays none, motion passes.

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

Mr. Grosso reminded the Board of the discussion at last month's meeting about the need for a sound system for NB Galloway School. Administration asked the Board for direction to install a permanent sound/PA system in the NBG gym that can 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. The equipment cost will be \$10,082 with electrician installation of speakers and sound cabling at an estimated cost of \$2,435. The sound equipment, excluding speakers, would be installed and programmed by CSD17 staff at no cost. The total package including equipment and electrical work will be \$12,517. The Board asked administration to consider installing projection screens for the gyms in the near future.

President Pope recommended a motion to approve the installation of a permanent PA sound system for the NBG gym for a total cost of \$12,517, which includes all equipment and electrical work. Motion by: Brandt Compton, seconded by Derek Breen. All ayes, nays none, motion passes.

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

As discussed at the September meeting, Mr. Grosso presented the Board with a plan to restructure 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. The new structure will take effect for FY25. The restructure plan is as follows:

- Elimination of the 12-month Technology Assistant position (wage savings estimated at \$49,969). Eliminating this position will require a resolution to Reduce in Force (RIF) of Educational Support Personnel in April 2024.
- Create a 10-month (210-day) Transportation Manager position to manage all daily operations and supervise drivers and bus monitors. The position will be a combination of 8-hour days (16% of the year) and 6-hour days (84% of the year). Wage estimated at \$30,590.
- Daily operations for transportation removed from Accounts Payable/Transportation position allowing an increase in responsibilities with added internal controls and redundancy training in payroll/bookkeeping as noted in fraud prevention analysis.
- Chief School Business Official (CSBO)/Transportation Director position retitled to CSBO/Chief Technology Officer. This position will oversee and lead all technology infrastructure, operations, and staff (new responsibility) in addition to oversight of financial operations, facility/capital projects, and transportation operations (oversees new Transportation Manager position).

- Director of Technology retitled to Information/Data Systems (IT) & Network Administrator. This position will be overseen and supervised by the CSBO.
- Current Lead Building Tech Specialist position is a 10.5 month position (228 days). To accommodate the completion of summer projects, two technology staff members are required. Recommending revising the Lead Building Tech Specialist from 10.5 month (228 days) to 12 month (260 days)

The Board asked to table the action on the Business Office and Technology Department restructure proposal until the November 13 meeting.

Mr. Grosso recommended the District install fencing around both the Early Childhood Preschool For All (PFA) and K-2 playground areas at Galloway School. Fencing the preschool playground needs to be addressed in order for the District to meet Early Childhood Block Grant PFA requirements prior to the FY25 reapplication with Illinois State Board of Education (ISBE). The current preschool playground is within 10 feet of the main playground. \$10,000 of the FY24 PSFA grant is approved from ISBE to assist in funding fence installation. The fence will have playground safety requirements with vinyl coatings and a yellow fence cap. An initial proposal for a full, singular safety fence enclosure around the perimeter of both playgrounds is \$23,920 leaving the remaining \$13,920 to come from budgeted local funds. The Board suggested the fenced area be large enough to accommodate more students than are currently enrolled in anticipation of future growth and directed administration to bring forth a recommendation for action at the November 13 Board meeting.

Mr. Grosso discussed the preliminary 2023 tax levy considerations. Since Levy 2018, the ExxonMobil refinery reductions have increased our tax rate as taxes are shifted from the refinery to other property in the District. These reductions will impact the District's levy through the 2024 Levy Year. As of now, the Consumer Price Index (CPI) is at a 12-month rate of 3.8% and is on a downward trend. New construction/property is estimated at \$1,308,861. The industrial developments along I55, including IDI and Crossroads/Venture One, are fully constructed and all buildings have begun their respective tax abatement agreement "time clocks."

Due to a 6.5% CPI rate for 2022 (capped at 5% for levy per Property Tax Extension Limitation Law [PTELL] or "Tax Cap") and an ExxonMobil EAV reduction of \$13,980,934, the preliminary estimates for the 2023 levy project a rate increase from 3.1218 to 3.2577. To combat the ExxonMobil reduction, surplus funds have been distributed three times prior to 2023 for the purpose of easing tax burdens on taxpayers as a result of the ExxonMobil reduction. The estimated revenue increase from the CPI is \$1,108,703. In addition, a revenue increase from new property is estimated to be \$42,638. IDI and Crossroads/Venture One abatements are estimated to total \$1,114,922 for 2024, which is revenue CSD17 will not fully realize at this time. Administration will continue to update this information before and after the November 13 Board meeting when we adopt the 2023 tentative levy. Levy adoption will take place in December 2023.

It will be recommended that the Board adopt the full levy during the levy process in November and December. Since 2017, the Board has taken the position of adopting a full levy. Combined with conservative spending, the Board has been able to redistribute surplus funds to District 17 taxpayers. Due to the 5% capped CPI, a truth in taxation publication and hearing would be required as the preliminary estimates indicate the 2023 levy to be 5.19% over the

2022 tax extension granted by Will County. However, after reviewing our updated five-year forecast in February 2023, with the most up-to-date information, the Board can elect to take action to reduce the 2023 levy at our March 2024 Board meeting.

Mr. Grosso presented the E-rate Public Notification which is required to be acknowledged in a public meeting. Channahon School District 17 participates in the federal E-rate program which provides significant discounts on our internet and fiber optic connections and services and for technology infrastructure. CSD17 is required to teach Internet Safety and to have internet protection software in place to block access to harmful content. CSD17 implements both measures. Mr. Grosso asked if there were any questions or concerns about Internet Safety. There were none.

Mr. Grosso presented the Board with a calendar showing when the District presents budget topics. The Board was asked if they would like a standing monthly item to discuss the budget topics that are happening at that time. The Board agreed and asked if the budget calendar could be included each month in the Board packet.

New Business - None

Other Board Matters - Board Member Clower asked a question about a difference in ISLDAF/PMA which Jeff Grosso said will be addressed at the November meeting.

Upcoming Events

- Monday, November 13, 2023 – 7:00pm School Board Meeting

Adjournment - President Pope entertained a motion to adjourn the meeting at 8:46pm. Motion made by: Joe Pope, seconded by Brooke Baviacqua. All ayes, nays none, motion passes.

Submitted by: Susan Sprouse

Joe Pope, President

Christine Bucciarelli, Secretary