



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



**PIONEER PATH SCHOOL
Regular Board Meeting - 7:00 pm
Monday, October 28, 2024**

President Pope entertained a motion to call the open meeting to order at 5:35pm. Motion by Derek Breen, seconded by Pat Clower. All ayes, nays none, motion passes.

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

President Pope entertained a motion to call the executive session to order at 5:37pm. Motion by Pat Clower, seconded by Derek Breen. All ayes, nays none, motion passes.

President Pope entertained a motion to adjourn the executive session at 6:39pm. Motion by Pat Clower, seconded by Derek Breen. All ayes, nays none, motion passes.

President Pope reminded the Board that they were still in Open Session at 7:02pm. President Pope led the meeting with the Pledge of Allegiance.

President Pope asked if there were any public comments.

- Christine Kump, 24033 S. Tryon Street - Ms. Kump introduced herself to the Board and mentioned that she has applied for the school board vacancy.

President Pope entertained a motion to approve the 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, and Nichole Nyalka

Consent Agenda

- Approve Personnel Report
- Approve September 23, 2024 Regular Board and Executive Minutes
- Approved Treasurer's Report
- Approve Treasurer's Financial Report
- Authorize Treasurer to Pay Board Bills Listed
- Authorize Destruction of April 24, 2023, 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 congratulated our State-qualifying Cross Country teams. Both teams placed in the top ten. Ellie Porath, Michelle Gabel, and Trenton Leathers received the 'All-State' designation. Coach Papp congratulated the team and presented the certificates to the students.

Mr. Jeff Grosso introduced Mr. Scott Duenser, CPA, with Wipfli who provided an overview of the 2023-24 CSD17 audit report and answered questions from the Board.

Dr. Henkle recommended the Board approve the addition of the Let's Play Club at Pioneer Path School that was proposed last month by Mrs. Janine Milles. President Pope entertained a motion to approve the addition of the Let's Play Club at Pioneer Path to meet for 36 total hours for a total 2024-25 rate of \$1,408 or \$1,547 (including TRS). Motion by Joe Pope, seconded by Pat Clower. All ayes, nays none, motion passes.

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

Dr. Henkle also recommended the Board approve the addition of a Boys Volleyball Club pilot that was proposed at last month's meeting by Mrs. Tammy Zadel and Mrs. Kristin Laken. Mrs. Zadel and Mrs. Laken have offered to volunteer their time to initiate the program, coach, and manage the team. The program will run for two months and they will practice 3-4 days a week after school utilizing the facilities at either Pioneer Path, Channahon Jr. High, or Three Rivers School. If successful, Mrs. Zadel and Mrs. Laken would intend to return with a proposal to either develop a full team or establish a permanent intramural club. President Pope entertained a motion to approve the addition of a Boys Volleyball Club Pilot. Motion by Christine Bucciarelli, seconded by Nichole Nyalka. All ayes, nays none, motion passes.

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

Dr. Henkle presented the second read of an update to local policy 6:100 Using Animals in the Instructional Program to include requirements for therapy/comfort animals. President Pope entertained a motion to approve the amended second read of Policy 6:100. Motion by Derek Breen, seconded by Pat Clower. All ayes, nays none, motion passes.

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

Dr. Henkle brought to the Board's attention the need for a temporary instructional assistant in grade 4 for the 2024-25 school year. Due to the one-year leave of absence for a fourth grade teacher, the additional assistant will allow us to maintain appropriate instructional support for students, particularly those receiving interventions and extension learning and support the learning environment in grade 4. President Pope entertained a motion to approve a temporary instructional assistant in fourth grade for the 2024-25 school year. Motion by Joe Pope, seconded by Nichole Nyalka. 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 School Board Expense Reimbursement resolution for review. In 2018, the Board established \$800/day as the maximum allowable reimbursement for Board travel, lodging, and meals. The Board would like for the maximum reimbursement to remain at \$800/day. In addition, an Estimated Pre-Approval Form will be submitted for Board approval prior to a board member traveling or attending a conference. A final copy of the resolution will be brought back with the amendments for action at the November meeting.

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

President Pope entertained a motion to approve and accept the audit report for the 2023-24 school year. Motion made by Pat Clower, seconded by Nichole Nyalka. All ayes, nays none, motion passes.

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

Mr. Grosso explained that the District is a member of the Will County Transportation Consortium (WCTC) via an intergovernmental agreement. The WCTC provides request for proposal (RFP) and contract management/administration for bus driver drug and alcohol screening services. The WCTC issued an RFP to obtain proposals from medical/occupational vendors to provide drug/alcohol screenings to Consortium members for 2025-2027 with options for two, one-year extension options. At the November meeting administration plans to ask the Board to approve the following items:

- The request to continue as the administrative district for the WCTC and the new Intergovernmental Agreement
- Approve and accept Riverside Workforce Health as the lowest bidder for our drug and alcohol testing. The bid accepted was for three years (2025, 2026, and 2027) with the option of two one-year extensions if mutually agreed upon between the WCTC and Riverside Workforce Health. Riverside has been our provider for the last four years and has not raised our pricing during that time frame.

Mr. Grosso presented bids for a 5-bay semi-enclosed addition to the existing NBG bus barn. Five sealed bids were publicly opened on October 16, 2024, in accordance with the bid notice. Metropolitan Corp. submitted the lowest bid at \$246,000. Project costs will be paid using existing budgeted Transportation Fund dollars with some costs recouped over time through ISBE's annual district transportation reimbursement claim.

President Pope entertained a motion to approve the bid from Metropolitan Corp. in the amount of \$246,000. 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

Mr. Grosso utilized the Sourcewell cooperative purchasing contract and brought a proposal from Central States Bus to replace three large buses that have been in service for 11 years. The proposal provided the base cost of a new 2025 replacement diesel bus at a cost of \$170,930, plus two air-conditioning add-on options:

- Front driver's air conditioning - \$4,520
- Full bus air conditioning - \$11,440

The proposal also included the trade value of \$13,000 for each of the three buses. Administration also had a body/chassis/suspension/powertrain inspection done for the three buses to obtain budgetary costs on immediate and future repairs for each of these buses. Bus 19 is in the best condition with fewer repairs needed.

The Board agreed to add air conditioning to the entire bus. Mr. Grosso noted that pending the success of adding air conditioning, the district would consider air conditioning in future new buses. Per Board discussion, this will be addressed as we consider future purchases.

President Pope entertained a motion to approve the purchase of one new replacement bus, for \$170,930 from Central State Bus Sales using Sourcewell Contract #03202-BBB. Motion made by Joe Pope, seconded by Derek Breen. All ayes, nays none, motion passes.

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

President Pope entertained a motion to approve the purchase of air conditioning for the entire bus at an additional cost of \$11,440. Motion made by Joe Pope, seconded by Nichole Nyalka. Five ayes, one nay, motion passes.

Roll Call:

Ayes: Christine Bucciarelli, Brooke Bavalacqua, Pat Clower, Nichole Nyalka, and Joe Pope

Nays: Derek Breen

President Pope entertained a motion to declare Bus 11 as surplus equipment and designate it for trade-in at a value of \$13,000. Motion made by Pat Clower, seconded by Derek Breen. All ayes, nays none, motion passes.

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

Mr. Grosso presented the 2024 tax levy considerations to the Board. Administration recommended holding a Truth-In-Taxation hearing this coming year due to newly required time-schedules for posting Truth-In-Taxation notices. With a 3.4% Consumer Price Index (CPI) rate for 2023, a residential property Equalized Assessed Value (EAV) multiplier of 13%, and a flat ExxonMobil EAV for 2024 (subject to a new agreement or Board of Review under-assessment decision), the preliminary estimates for the 2024 levy project a rate decrease from 3.2440 to 3.2038. The estimated revenue increase from the CPI is \$793,034. In addition, a revenue increase from new property is estimated to be \$10,699. IDI and Crossroads/Venture One abatements are estimated to total \$628,745 for 2025, which is revenue the District will not fully realize at this time. Administration will continue to update this information both before and after the November board meeting when we adopt the 2024 tentative levy.

Mr. Grosso discussed the District's participation in the federal E-rate program, which provides significant discounts on our internet and fiber optic connections and services and for technology infrastructure. Participation in the program requires us to teach Internet Safety and to have internet protection software in place to block access to harmful content, acknowledge this in a public meeting and to ask if there are any questions or concerns about Internet Safety. There were no questions from the public regarding Internet Safety.

Last month Mr. Grosso discussed purchasing a passenger van as a cost-effective alternative to using larger school buses to transport small groups of students (fewer than 9 at a time).

Administration will review the following considerations for the Board:

- Passenger capacity limitations and current market offerings
- New vs. used. Used vehicles do not require bid or cooperative proposals
- Timeline for purchase

It was noted that it is difficult to find a 10-passenger van. Therefore we would be looking at a minivan which typically carries 8-passengers. The Board directed the Administration to investigate further and bring back options to purchase a new or used (2023 or 2024 model) van for action at a future meeting.

Mr. Grosso recommended the Board approve a proposal from Transworld Systems to provide the District access to additional debt recovery tools to recover severely overdrawn lunch accounts and past due fees. The flat fee for a two-year calendar term of up to 50 balance accounts is \$812.50 at \$16.25/account and up to 100 accounts is \$1,475 at \$14.75/account. President Pope entertained a motion to approve the proposal from Transworld Systems for debt collection services for two calendar years for 100 accounts at \$14.74 per account. Motion made by Pat Clower, seconded by Derek Breen. All ayes, nays none, motion passes.

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

Mr. Grosso presented three proposals to replace the Three Rivers high jump mats. It was recommended that the Board accept the lowest quote from Anthem Sports for \$12,394.95. President Pope entertained a motion to accept the quote from Anthem Sports to replace the District's high jump mats for \$12,394.95. Motion made by Pat Clower, seconded by Nichole Nyalka. All ayes, nays none, motion passes.

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

Mr. Grosso reminded the Board of the discussion at the January 2024 board meeting that environment/asbestos abatement would be required for the Pioneer Path HVAC project that is set to begin in Summer 2025. Last November TEM Environmental completed an environmental inspection and material analysis at a cost of \$2,700. Asbestos was found in tunnel pipe insulation in small sections. At the January 2024 board meeting, TEM's proposal for project design and management services was not acted upon by the Board since the project bid had not yet been awarded. The amount presented in January is the same amount that was presented at this time. Administration and ARCON recommended that the Board accept the proposal from TEM Environmental in the amount of \$12,830 to manage the asbestos abatement for the PP HVAC/Boiler project that will occur during the summer of 2025. TEM Environmental will create design documents for contractors to provide abatement proposals, as well as manage the environment project with testing and monitoring. The work should be less than the \$50,000 bidding threshold. The proposed plan is to have the abatement contractor contracted by January or February so the abatement project can occur during Spring Break 2025.

President Pope entertained a motion to approve the proposal in the amount of \$12,800 from TEM Environmental to create design documents, solicit abatement contractor proposals, and project manage, along with testing and air quality monitoring for the environmental abatement aspect of the 2025 Pioneer Path HVAC project. Motion made by Joe Pope, seconded by Derek Breen. All ayes, nays none, motion passes.

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

New Business - None

Other Board Matters - None

Upcoming Events

- Monday, November 11, 2024 – 5:00pm Special Meeting
- Monday, November 18, 2024 – 7:00pm School Board Meeting

Adjournment - President Pope entertained a motion to adjourn the meeting at 9:02pm. Motion made by: Pat Clower, seconded by Derek Breen. All ayes, nays none, motion passes.

Submitted by: Susan Sprouse

Joe Pope, President

Christine Bucciarelli, Secretary