

**REAVIS HIGH SCHOOL DISTRICT 220  
6034 WEST 77<sup>th</sup> STREET, BURBANK, ILLINOIS 60459  
COOK COUNTY**

**REGULAR BOARD OF EDUCATION MEETING**

**TUESDAY, MAY 19, 2020, AT 6:30 P.M.  
LIBRARY**

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**MINUTES**

**1. OPEN MEETING, PLEDGE OF ALLEGIANCE, ROLL CALL**

Time: 6:34 p.m.

The following Board Members were physically present at the meeting:

Ted Arnold  
Gerardo Ayala  
James Brodinski  
Andrea Creger, Vice President  
Russell McKinley, President  
Ruben Moreno  
Linda O'Dowd, Secretary

Also present: Daniel J. Riordan, Ed.D., Superintendent  
Eric Novak, Chief School Business Official

Also present via web-conference:

Julie Schultz, Principal  
Donald P. Erickson, NBCT, Information & Educational Technology Director  
Robert Morack, Athletic Director  
Thomas Witting, Activities Director  
Erika Banick, Humanities Division Chair

**2. APPROVAL OF MINUTES**

A. Regular Meeting Minutes of April 21, 2020.

Motion: R. Moreno  
Second: A. Creger  
Aye: G. Ayala, J. Brodinski, A. Creger, R. McKinley, R. Moreno, L. O'Dowd, T. Arnold  
Nay: None  
Vote: 7-0

B. Closed Session Minutes of Regular Meeting of April 21, 2020.

Motion: A. Creger  
Second: R. McKinley  
Aye: J. Brodinski, A. Creger, R. McKinley, R. Moreno, L. O'Dowd, T. Arnold, G. Ayala  
Nay: None  
Vote: 7-0

C. Special Meeting Minutes of May 12, 2020

Motion: R. Moreno  
Second: L. O'Dowd  
Aye: A. Creger, R. McKinley, R. Moreno, L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski  
Nay: None  
Vote: 7-0

**3. AUDIENCE PARTICIPATION**

Ms. Nelligan stated that she did not receive any emails for audience participation prior to the meeting.

**4. COMMUNITY USE OF FACILITIES**

**5. FISCAL MANAGEMENT**

A. Financial Statements dated April 30, 2020.

Motion: R. Moreno  
Second: A. Creger  
Aye: R. McKinley, R. Moreno, L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski, A. Creger  
Nay: None  
Vote: 7-0

B. Payment of Bills for May, 2020.

Motion: J. Brodinski  
Second: R. Moreno  
Aye: R. Moreno, L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski, A. Creger, R. McKinley  
Nay: None  
Vote: 7-0

C. Approved the approval of the Consolidated District Plan that is used to establish district eligibility for Federal Title and IDEA funds for the FY2021. The plan also includes key elements of anticipated expenses for those funds.

Motion: A. Creger  
Second: L. O'Dowd

Dr. Riordan stated for review that this has been done the past couple years. The state requires that the District passes a plan before receiving Federal Title I funds.

Aye: L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski, A. Creger, R. McKinley, R. Moreno  
Nay: None  
Vote: 7-0

## **6. EDUCATIONAL TRAVEL**

## **7. PERSONNEL**

A. Approved the contracts of the following exempt staff for the 2020-2021 school year:

Mr. Alexis Aguilar, Computer Technician  
Mr. Mark Appleby, Director of Transportation and Operations  
Mr. Brian Bembenek, Second Shift Maintenance and Security Supervisor  
Ms. Mary Cook, Business & Finance Coordinator  
Dr. Paige Dague, Projects Specialist, Department of Information Technology  
Mr. Michael Hock, Director of Buildings and Grounds  
Mr. Bob Horn, Computer Technician Specialist  
Ms. Elizabeth Kimble, Receptionist  
Mr. Greg Kopec, Network & Information Technology Security Specialist  
Mr. Patrick Kustok, Computer/Telecommunications Technician  
Ms. Loretta Macaulay, Food Service Manager  
Ms. Erin Nelligan, Administrative Assistant for the Superintendent  
Ms. Kathleen O'Malley, Administrative Assistant for Business and Finance  
Ms. Karina Rodriguez, School Psychologist  
Mr. Robert Rybczyk, Education Technology Specialist  
Ms. Patricia Saunders, Administrative Assistant to the Principal  
Ms. Victoria Schwarz, School Psychologist  
Ms. Theresa Shepherd, Student Assessment Specialist  
Mr. Lionell Siert, Athletic Trainer

Motion: J. Brodinski  
Second: R. Moreno

Dr. Riordan reminded that last month these exempt staff members were rehired at last month's board meeting. At that time, the contracts were not prepared since negotiations were still being held with the teacher's union. Anyone with a salary of \$50,000 or more received the same \$1,500 increase that teachers received. Anyone below \$50,000 which mainly consists of hourly workers, received a 3% raise.

Aye: T. Arnold, G. Ayala, J. Brodinski, A. Creger, R. McKinley, R. Moreno, L. O'Dowd  
Nay: None  
Vote: 7-0

B. Approved contracts for the following administrators for the 2020-2021 school year:

Mr. Eric Novak, Chief School Business Official  
Ms. Julie A. Schultz, Principal  
Mr. Robert Morack, Athletic Director  
Ms. Julie Jooste, Division Chair for PE, CTE & Fine Arts  
Mr. Michael LaMantia, Division Chair for Special Education & ELL  
Ms. Kelly O'Malley, Division Chair for Math & Science

Motion: R. Moreno  
Second: R. McKinley

Dr. Riordan stated these are the administrators that were rehired last month with the exception of three (3) that will be submitting intent to retire letters. Those with multi-year contracts will be ready for the June Board meeting. All these administrators received a \$1,500 increase with the exception of Principal Schultz and Mr. Novak who elected to take a \$750 increase. As Dr. Riordan communicated to the Board previously, he will not take an increase for the upcoming school year.

Aye: G. Ayala, J. Brodinski, A. Creger, R. McKinley, R. Moreno, L. O'Dowd, T. Arnold  
Nay: None  
Vote: 7-0

C. Approved the hire of Ms. Erika Banick, Director of Curriculum and Assessment, for the 2020-2021 school year.

Motion: L. O'Dowd  
Second: A. Creger

Dr. Riordan explained that Ms. Banick's salary will be the same as her Division Chair contract with the \$1,500 increase and the addition of the Director Stipend.

Aye: J. Brodinski, A. Creger, R. McKinley, R. Moreno, L. O'Dowd, T. Arnold, G. Ayala  
Nay: None  
Vote: 7-0

Dr. Riordan added that he anticipates posting Ms. Banick's vacant Humanities Division Chair position next week. Ideally it will be filled by a current teacher from that division. There are a number of teachers that are eager for a leadership role.

D. Approved resignation of Ms. Jordan Kelley, Teacher, effective at the end of the 2019-2020 school year.

Motion: L. O'Dowd  
Second: J. Brodinski

Dr. Riordan explained that Ms. Kelley is a first year Physical Education teacher. She stated she enjoyed her time teaching at Reavis but she was interested in a full volleyball coaching stipend.

She currently splits a stipend with another coach. She accepted a teaching position at Stagg with a guarantee to be coaching volleyball.

Aye: A. Creger, R. McKinley, R. Moreno, L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski  
Nay: None  
Vote: 7-0

Dr. Riordan added that it has been decided the open position will be posted as a 3/5 position. Cutting back on some release periods will allow for the 2 other sections to be filled by current teachers. Going with the common theme of things related to the 2020-2021 budget that can be controlled now, since there will be things that will be out of our control.

- E. Approved the hire of Mr. Patrick Kustok, Teacher, at a 2/5 schedule effective for the 2020-2021 school year.

Motion: R. Moreno  
Second: A. Creger

Dr. Riordan explained that Mr. Kustok currently works in the I.T. Department. The last 3-4 years he has been working on his degree to become an Industrial Tech teacher.

Aye: R. McKinley, R. Moreno, L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski, A. Creger  
Nay: None  
Vote: 7-0

- F. Approved request to rescind previously approved leave of absence according to the provisions of the *Family Medical Leave Act* for Ms. Sarah Ventrella, Teacher from May 18, 2020 through May 22, 2020.

Motion: A. Creger  
Second: G. Ayala

Dr. Riordan explained that because of the e-Learning situation Ms. Ventrella did not need to be off to care for her newborn.

Aye: R. Moreno, L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski, A. Creger, R. McKinley  
Nay: None  
Vote: 7-0

- G. Approved request for a leave of absence according to the provisions of the *Family Medical Leave Act* for Ms. Jacklyn Hanik, Teacher, beginning August 11, 2020 returning October 5, 2020.

Motion: R. McKinley  
Second: A. Creger  
Aye: L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski, A. Creger, R. McKinley, R. Moreno  
Nay: None  
Vote: 7-0

- H. Approved the resignation of Mr. James Young, Head Coach Girls Tennis, effective for the 2020-2021 school year.

Motion: L. O'Dowd  
Second: J. Brodinski

Dr. Riordan added that Mr. Young is resigning because he accepted the Head Golf Coach position which is the same season.

Aye: T. Arnold, G. Ayala, J. Brodinski, A. Creger, R. McKinley, R. Moreno, L. O'Dowd  
Nay: None  
Vote: 7-0

- I. Approved the resignation of Mr. Adam Zawada, Assistant Coach Softball, effective for the 2020-2021 school year.

Motion: L. O'Dowd  
Second: A. Creger

Dr. Riordan stated that Mr. Zawada accepted the Head Badminton Coach position which is the same season.

Aye: G. Ayala, J. Brodinski, A. Creger, R. McKinley, R. Moreno, L. O'Dowd, T. Arnold  
Nay: None  
Vote: 7-0

- J. Approved the hire of Mr. Nicholas Gamino, Assistant Coach Football, effective for the 2020-2021 school year.

Motion: A. Creger  
Second: R. Moreno

Dr. Riordan stated the Mr. Gamino is a recently hired teacher and is excited to be coaching football.

Aye: J. Brodinski, A. Creger, R. McKinley, R. Moreno, L. O'Dowd, T. Arnold, G. Ayala  
Nay: None  
Vote: 7-0

- K. Approved the hire Mr. Anthony Pape, Assistant Coach Badminton, effective for the 2020-2021 school year.

Motion: L. O'Dowd  
Second: J. Brodinski  
Aye: A. Creger, R. McKinley, R. Moreno, L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski  
Nay: None  
Vote: 7-0

- L. Approved the hire of Mr. Mr. James Young, Head Coach Golf, effective for the 2020-2021 school year.

Motion: R. McKinley

Second: R. Moreno

Mr. Ayala asked if all the last conference wins have been with Mr. Young coaching. Dr. Riordan responded that Mr. Young was the head coach during the last few years and the individual being recommended for the position tonight is the assistant coach and also a Reavis graduate.

Aye: R. McKinley, R. Moreno, L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski, A. Creger

Nay: None

Vote: 7-0

- M. Approved the hire of Mr. Adam Zawada, Head Coach Badminton, effective for the 2020-2021 school year.

Motion: L. O'Dowd

Second: A. Creger

Dr. Riordan stated that Mr. Zawada, a Reavis graduate, has held a number of coaching positions. This is his first head coaching position on the varsity level.

Aye: R. Moreno, L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski, A. Creger, R. McKinley

Nay: None

Vote: 7-0

- N. Approved the hire of Ms. Susan Sproveri, Head Coach Girls' Tennis, effective for the 2020-2021 school year.

Motion: A. Creger

Second: T. Arnold

Dr. Riordan explained that Ms. Sproveri, a Reavis graduate, was the Head Coach for a number of years during a number of conference wins. Most recently she has been the assistant as discussed earlier.

Aye: L. O'Dowd, T. Arnold, G. Ayala, J. Brodinski, A. Creger, R. McKinley, R. Moreno

Nay: None

Vote: 7-0

- O. Approved the rehire of Ms. Ruth Finlayson, Cafeteria Staff, effective for the 2020-2021 school year.

Motion: G. Ayala

Second: R. McKinley

Dr. Riordan explained that Ms. Finlayson was not on the rehire list last month.

Aye: T. Arnold, G. Ayala, J. Brodinski, A. Creger, R. McKinley, R. Moreno, L. O'Dowd  
Nay: None  
Vote: 7-0

**8. OLD BUSINESS**

**9. NEW BUSINESS**

- A. Delete unused emergency days (May 26-29 & June 1) from the 2019-2020 school calendar.

Motion: G. Ayala  
Second: R. McKinley

Dr. Riordan explained that this is normal occurrence this time of year. Emergency days will not be needed to count as attendance days this year with the introduction of e-Learning.

Aye: G. Ayala, J. Brodinski, A. Creger, R. McKinley, R. Moreno, L. O'Dowd, T. Arnold  
Nay: None  
Vote: 7-0

- B. Approved approval of new and updated School Board Policies as presented at the May 15, 2020 School Policy Committee Meeting.

Motion: R. Moreno  
Second: R. McKinley

Mr. Novak explained that as stated at previous board meetings, currently undertaking the full update of our policy book with PRESS Plus. There have been some delays due to Covid-19. During the Title Grant audit, it was brought to our attention that we were missing a couple of policies. Reavis did respond that we are currently working with PRESS Plus to have the board policies updated by a certain date. Unfortunately, with the policy book update delays it was decided to review and updated the policies needed to be in compliance with the Title Grant.

Another missing policy, 4.4, was brought to our attention when Reavis was selling the bonds. It is related to disclosure. Anytime a school district holds bonds, on a yearly basis it must disclose properly financial statements. Those are housed on an electronic system, Electronic Municipal Market Access (EMMA). The approval of that policy will get us in compliance with the bond issuance.

The policies that were needed for the Title Grant compliance were 4.15, 4.6 and 4.8. Some of the policies we had and were just updated in October 2019. Policy 4.15 dealt with identity. Specifically, to ensure Reavis is taking steps to protect people's social security numbers. Policy 4.6 deals with operational services, more importantly Title Grant purchasing. Any time school districts receive federal funds the district needs to ensure policies are being followed. Such as there is no fraud or waste and any bidding proposals are being followed. Policy 4.8 is dealing with accounting and our audits. Reavis did have the policy but did not have the



Administrative Procedures (AP) behind the policy. So, it is the procedures behind 4.8 that will be adopted.

Aye: J. Brodinski, A. Creger, R. McKinley, R. Moreno, L. O'Dowd, T. Arnold, G. Ayala  
Nay: None  
Vote: 7-0

- C. THIS ITEM IS INFORMATIONAL ONLY – NO ACTION NECESSARY. The Humanities Department will dispose of Spanish I textbooks at the end of this school year. After curriculum revisions/course overhaul, the use solely of authentic resources to engage students in language learning will be used.

Title: Realidades, Level 1  
Year Purchased: 2010  
Quantity: 165

## **10. CATEGORICAL REPORTS**

### A. Student Reports – No Report

- B. Administration – Dr. Riordan spoke of year end activities. Graduation was a success and really went better than expected. The overall feedback was very positive. Stating it was really a team effort. Maintenance and Support Staff did a great job preparing. But the point person who kept everything organized was Mr. Tom Witting. It was a great day! The administrative team met yesterday and discussed the day. From the driving in, to the decorations of the cars, to the reading of the names, to WGN being on-site when the valedictorians were there the day truly exceeded expectations.

Mr. Arnold said that it brought back nice memories to have the graduation outside. Dr. Riordan agreed it was a positive day. Ms. Creger stated that it exceeded her expectations. Mr. Arnold added he was so proud. Mr. Moreno added that it showed that Reavis is the heart of Burbank. Dr. Riordan said when you have a strong team, and anything that looks easy, always remember, there's actually a lot of work that was done behind the scenes. Again, he thanked all who played a role. He also thanked the Board for putting the trust in them to execute it successfully.

Dr. Riordan referenced the email he sent out to staff with a number of items. One item being organizing a task force to begin discussions of reopening school. Dr. Riordan feels there is one of three things that will occur in the fall. One, we will be allowed to open fully with some parameters set for example, wearing masks and gloves. Two, we will continue doing what we are doing and continue with e-Learning. Or three, what we call a blended learning environment. The general idea is that students would be on campus once or twice a week to be with their teachers. Making sure only half the students in the class would be present. There would not be a lunch period. If you are a student that needs lunch, you can arrive early and eat lunch before classes. Those are the things that will be discussed. Where Reavis benefits owning their own busses and employing the drivers. The biggest issue that every school is dealing with is planning for if a member of the teaching staff gets ill, is exposed or if their own children's school is closed. Dr. Riordan feels bringing together this task force can begin looking at those issues. The goal is to start discussions now so as issues arise in the fall there has already been planning started.

Dr. Riordan also reported on the Building & Grounds Committee meeting. A timeline for the upcoming projects was discussed. The sale of the bonds went through very well and the money should be available by the closing date, June 2. Discussions started about possibly starting smaller projects this summer or fall. The Governor will be releasing \$25 million dollars starting end of May through June on a rolling basis for a capital improvement plan with the goal of getting people back to work. If a project is “shovel ready” and ready to begin. AERO will be applying for some of those funds. Dr. Riordan will be meeting with Mr. Mike Markham, SPM Architects, tomorrow to see if there are funds that Reavis can apply for to complete a roofing project. AERO will be applying for the maximum of \$5 million dollars. Reavis will apply for \$1 million dollars. Ms. Creger asked if this was a matching program. Dr. Riordan responded that it is not a matching program.

The AERO governing board met last night. They will be moving forward and find out if any districts are in a worse situation regarding the AERO project. There will be a special meeting next week with the Superintendents to work to pass a resolution to bond out and make an application for these funds. The project may need to be scaled back from the original plan. Other districts will have to reassess their financial situation. If everything falls into place, ground could be broken within the next few months.

The last item Dr. Riordan reported from the Building & Grounds Committee meeting was the discussion of hiring a general contractor versus a construction manager. Mr. Ayala is in favor of a general contractor. Ted Arnold stated he wants to know the fees associated with the construction manager and general contractor. Mr. Ayala added that with general contractors it is the architect’s responsibility to ensure the work is done correctly. Adding that a general contractor has the supervision of the architect. Dr. Riordan commented that his understanding is the construction manager runs the job and works for the district. The district would see each bid for the various phases of the project. Whereas the general contractors, give you a cost for the overall project. Dr. Riordan commented that past experience showed him that with a general contractor he did not feel the general contractor worked for Reavis. Mr. McKinley suggested having another Building & Grounds Committee meeting with the architect and Mr. Ayala present. Dr. Riordan agreed.

Dr. Riordan also shared that he spoke with Mayor Foy yesterday who requested a list of the graduates and their addresses so he can send the graduates a celebratory note. Dr. Riordan also added that as great as the planning was for graduation the one item missed was that Mayor Foy was not invited to attend the event. Dr. Riordan apologized personally to Mayor Foy.

Mr. Novak added that he wanted to recognize Ms. Macaulay, Cafeteria Manager, and Ms. Abby Sanchez, Cafeteria Worker who have been working every day to provide breakfast and lunches to the community. There have been 275 – 300 meals served per day. Adding they are doing a tremendous job and should be recognized for their effort.

Mr. Novak also reported the bus lease is still being researched. Talks with the current company, Midwest Transit are ongoing. Mr. Novak has also reached out to Blue Bird. Dr. Riordan and Mr. Novak are in constant communication and discussing the situation. They are reviewing if the lease even needs to be renewed by July 1<sup>st</sup>. Possibly it could be pushed to September 1<sup>st</sup>. Mr. Novak is exploring all ideas and will continue to update the Board. Mr. Arnold asked if we had a buy out option. Mr. Novak stated he has not explored that idea. Dr. Riordan stated they may not in the condition where we would want to purchase. Dr. Riordan added that if we begin the school year e-Learning we will be able to wait to renew the leases. Each bus costs \$14,000 per year to lease.

Mr. Novak also reported that 93% of budgets revenue has been received and the expenditures are at 87.8%. There is a \$2.7 million surplus for the year with one fund in the negative which is the same fund that Mr. Novak reported on last month. The transportation fund is negative due to a late reimbursement payment from the state. The payment has been received but not applied to the fund yet. Once it is, it will be out of the negative. In relation to next year's budget, he continues to work with the different departments to reviewing spending and areas to cut back. Dr. Riordan clarified that the reported \$2.7 million surplus still has payments that have to be made against it so the final surplus will not be that amount. Mr. Novak agreed adding that the budget is still on target to end the school year with a surplus of an estimated \$800,000.

- C. Teachers Union – No Report
- D. Support Staff Union – No Report
- E. Maintenance Union – No Report
- F. Board Reports – No Report

#### **11. CLOSED SESSION**

Enter into Executive Session pursuant to the Open Meetings Act, 5 ILCS 120/2, to consider the appointment, employment, compensation, dismissal or evaluation of personnel, contract negotiations, possible or imminent litigation, resident delegate concern, student disciplinary issues, and held recommendations with any required action taken in open session.

No action necessary as the Board did not enter into *Closed Session*.

#### **12. ADJOURNMENT**

Time: 8:14 p.m.  
Motion: G. Ayala  
Second: T. Arnold  
Aye: A. Creger, R. McKinley, R. Moreno, L. O'Dowd, T. Arnold, G. Ayala J. Brodinski  
Nay: None  
Vote: 7-0

Signed and approved this 16<sup>th</sup> day of June, 2020.

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President

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Secretary