



PCCS Board of Director's Meeting AGENDA

Tuesday, Oct 24, 2017 7:00 PM
Comstock Building – Muir Hall
1591 Jones Point Road
Grayslake, IL 60030

Call to Order

President

Pledge of Allegiance

Closed Session:

Discussion Related to 5ILCS 120/2(c)(3) - The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.

Recognition & Appreciation: Jeff Barhorst and Sean Daw

Exec Director

Motion to Adjourn – Sine Die

Seating of Incoming Board Members

Past President

Roll Call to Constitute a Quorum

Past Secretary

Update on Parent Elect Candidate for Board Position

Election of New Board Officers

Facilitated by Exec Director

Oath of Office

Resolution to Adopt Policies, Resolutions and Procedures of Former Boards

Resolution to Employ Legal Counsel:

- Franczek Radelet P.C.

Motion to Approve PCCS Holdings, LLC Managers - John Wylie, Bob Helle and Eve Lee.

Recess to Review and Sign Board Documents

10 minutes



Re-Call to Order

President

Welcome New Board

President

Discussion Agenda

1. Legal Bills GSL: \$ 110.00 SPED: \$110.00
2. Clifton Larson Allen Financial Statement for FY17 (hand carried)
3. 2nd Reading of Board Policies:
 - 900.01 – Gifts to the School
 - 900.02 – Community Use of School Facilities
 - 900.06 –Advertising and Distributing Materials in School
 - 900.07 – Public Suggestions and Concerns
4. Committee Updates

Public Comment

10 Minutes

Consent Agenda

5. Leadership Team Reports
6. Financial Statements
7. PSO Report
8. Motion to Approve Open Session Minutes of Previous Board and Committee Meetings
9. Motion to Accept Reports on Consent Agenda

Closed Session:

Discussion related to 5ILCS 120/2(c) 21-Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes mandated by Section 2.06

10. Review Closed Session Minutes from Previous Board Meetings

Discussion Related to 5ILCS 120/2(c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

11. Aftercare, Subs

Public Comment

10 Minutes

Action Agenda

- 1A –Approve Legal Bills for \$ 220.00
- 2A –Accept FY17 Financial Statements from CLA
- 3A –Approve Board Policies 900 Series
- 9A –Approve Closed Session Minutes from Previous Board Meetings
- 10A –Approve New Employees for Aftercare and Substitutes

New Business:

Adjourn

A copy of the board documents for this meeting is available for viewing on the school web site.

Discussion Agenda

FRANCZEK RADELET

ATTORNEYS & COUNSELORS

300 SOUTH WACKER DRIVE, SUITE 3400 | CHICAGO, IL 60606

T: 312.986.0300 | F: 312.986.9192 | WWW.FRANCZEK.COM

RESPICIO F. VAZQUEZ

312.786.6134

rfv@franczek.com

October 11, 2017

Geoff Deigan
Executive Director
Prairie Crossing Charter School
1531 Jones Point Road
Grayslake, IL 60030

**Re: October 2017 Invoice
General School Law**

Dear Geoff:

Enclosed please find our invoice for services rendered in September, 2017 for the above-captioned matter.

Please do not hesitate to call me if you have questions.

Sincerely,



Respicio F. Vazquez

RFV/ltb
Enclosures

FRANCZEK RADELET

ATTORNEYS & COUNSELORS

300 SOUTH WACKER DRIVE, SUITE 3400 | CHICAGO, IL 60606
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FEIN 36-3924177

PERSONAL AND CONFIDENTIAL / ATTORNEY-CLIENT PRIVILEGED

Invoice Date: October 10, 2017

Invoice No. 179000

Client No. 01907
Matter No. 01907.107001

Geoff Deigan
Executive Director
Prairie Crossing Charter School
1531 Jones Point Road
Grayslake, IL 60030

For Professional Services Rendered Through September 30, 2017

Total Professional Fees

\$220.00

CURRENT INVOICE DUE

\$220.00

REMITTANCE

THIS INVOICE IS PAYABLE UPON RECEIPT.

PLEASE RETURN THIS PAGE WITH YOUR REMITTANCE.



**Board of Director's Policy
Development and Community Relations 900 Series**

Policy # 900.01

Gifts to the School

The Board of Education appreciates gifts from any education foundation, other entities, or individuals. All gifts must adhere to each of the following:

1. Be accepted by the Board or the Executive Director (or designee). Individual school-related fundraising events shall obtain pre-approval from the Executive Director or designee) before identifying the school, or school program or activity as a beneficiary in any fundraising attempt, including without limitation, any internet fundraising attempt.
2. Be given without a stated purpose or with a purpose deemed by the party with authority to accept the gift to be compatible with the Board's educational objectives and policies.
3. Be consistent with the District's mandate to provide equal educational and extracurricular opportunities to all students in the District as provided in Board policy 500.26 *Equal Educational Opportunities*. State and federal laws require the District to provide equal treatment for members of both sexes to educational programming, extracurricular activities, and athletics. This includes the distribution of athletic benefits and opportunities.
4. Permit the District to maintain resource equity among it learning centers.
5. Be viewpoint neutral. The Superintendent or designee shall manage a process for the review and approval of donations involving the incorporation of messages into or placing messages upon school property.
6. Comply with all laws applicable to the District including, without limitation, the Americans with Disabilities Act, the Prevailing Wage Act, the Health/Life Safety Code for Public Schools, and all applicable procurement and bidding requirements.

The District will provide equal treatment to all individuals and entities seeking to donate money or a gift. Upon acceptance, all gifts become the District's property. The acceptance of a gift is not an endorsement by the Board, District, or school of any product, service, activity, or program. The method of recognition is determined by the party accepting the gift.

LEGAL REF.:

[20 U.S.C. §1681](#) *et seq.*, Title IX of the Education Amendments implemented by [34 C.F.R. Part 106.105 ILCS 5/16-1](#).
[23 Ill.Admin.Code §200.40](#).

Adoption Dates:

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**Board of Director's Policy
Development and Community Relations 900 Series**

Policy # 900.02

Community Use of School Facilities

School facilities are available to community organizations during non-school hours when such use does not:

1. Interfere with any school function or affect the safety of students or employees, or
2. Affect the property or liability of the School District.

The use of school facilities for school purposes has precedence over all other uses. The District reserves the right to cancel previously scheduled use of facilities by community organizations and other groups. The use of school facilities requires the prior approval of the Executive Director or designee and is subject to applicable procedures. Persons on school premises must abide by the District's conduct rules at all times.

Student groups, school-related organizations and non-profit organizations may be granted the use of school facilities at no costs during regularly staffed hours. Facilities and grounds will not be made available to individuals for personal financial gain or to business enterprises for commercial gain without prior exception granted by the Executive Director.

Fees and costs shall apply during non-regularly staffed hours and to other organizations granted use of facilities at any time. A fee schedule and other terms of use shall be prepared by the Executive Director and be subject to approval by the Board. All non-school sponsored groups, before using the facilities during non-regularly staffed hours, must provide a certificate of insurance naming the District as an additional insured or otherwise show proof of insurance.

LEGAL REF.:

Boy Scouts of America Equal Access Act, [20 U.S.C. §7905](#).

[10 ILCS 5/19-2.2](#).

[105 ILCS 5/10-20.40](#), [5/10-22.10](#), and [5/29-3.5](#).

[Good News Club v. Milford Central School](#), 121 S.Ct. 2093 (2001).

[Lamb's Chapel v. Center Moriches Union Free School District](#), 113 S.Ct. 2141 (1993).

[Rosenberger v. Rector and Visitors of Univ. of Va.](#), 515 U.S. 819 (1995).

Adoption Dates:



Board of Director's Policy Development and Community Relations 900 Series

Policy # 900.06

Advertising and Distributing Materials in School by Non-School Entities

No material or literature shall be posted or distributed that would:

1. Disrupt the educational process,
2. Violate the rights or invade the privacy of others,
3. Infringe on a trademark or copyright, or
4. Be defamatory, obscene, vulgar, or indecent.

No material, literature, or advertisement shall be posted or distributed without advance approval as described in this policy.

Public, Educational, Charitable, or Recreational Organizations

Under procedures established by the Executive Director, public, educational, charitable, recreational, or similar groups may advertise events pertinent to students' interests or involvement.

All advertisements must:

- Be student-oriented,
- Prominently display the sponsoring organization's name, and
- Be approved in advance by the Executive Director or designee.

The District reserves the right to decide where and when any advertisement or flyer is distributed, displayed, or posted.

Commercial Companies and Political Candidates or Parties

Commercial companies and political candidates or organizations are prohibited from advertising in schools, on the school grounds, or on school websites.

LEGAL REF.:

Berger v. Rensselaer Central School Corp., 982 F.2d 1160 (7th Cir. 1993), *cert. denied*, 113 S.Ct. 2344 (1993).

DiLoreto v. Downey Unified School Dist., 196 F.3d 958 (9th Cir. 1999).

Hedges v. Wauconda Community Unit School Dist., No. 118, 9 F.3d 1295 (7th Cir. 1993).

[*Lamb's Chapel v. Center Moriches Union Free School Dist.*](#), 113 S.Ct. 2141 (1993).

Sherman v. Community Consolidated School Dist. 21, 8 F.3d 1160 (7th Cir. 1993), *cert. denied*, 114 S.Ct. 2109 (1994).

Victory Through Jesus Sports Ministry v. Lee's Summit R-7 Sch. Dist., 640 F.3d 329 (8th Cir. 2011), *cert. denied*, 132 S.Ct. 592 (2011).

Adoption Dates:



Board of Director's Policy Development and Community Relations 900 Series

Policy # 900.07

Public Suggestions and Concerns

The School Board is interested in receiving suggestions and concerns from members of the public. Any individual may make a suggestion or express a concern at the School office. All suggestions and/or concerns will be referred to the appropriate level staff member or School administrator who is most able to respond in a timely manner. Each concern or suggestion shall be considered on its merit.

An individual who is not satisfied may file a grievance under Board policy 400.01 , *Uniform Grievance Procedure*. The Board encourages, but does not require, individuals to follow the channels of authority prior to filing a grievance. Neither this policy nor the *Uniform Grievance Procedure* create an independent right to a hearing before the Board.

Adoption Dates:

Consent Agenda

Director's Report

Natural Leaders

You never know... For some, the phrase invokes paralyzing fear. For me, it presents a motivating challenge. When I first sat on this side of the table 5 years ago, part of the fun was seeing if we could do it: Create a best-of-class experiential education program that empowered highly diverse, sustainability-minded natural leaders. Students arrive never completely knowing what to expect; Staff and teachers are never certain what our students will be like. We navigate the unknown together, forging community, knowledge and connections that in many cases far outlast the trimesters. Such experiences are essential for a more vibrant and resilient future.

Whether one is elected, volunteers or is assigned a position on the Board of Directors- you can be sure of two things: a) it takes a committed effort and b) it's never about "you". Jeff Barhorst and Sean Daw exemplify what it takes to be on a Board.

Jeff was a two-term Parent-Elect admission. He has served faithfully, often times juggling a well-traveled career in his professional life and full time devotion to his family in his personal life. He brought valuable expertise and a strong foundation with him to Board meetings- offering sound advice and good strong vision. He has remained true to his elected role of being the voice and eyes of the Parents – it guided his challenges, his questions and his focus. One of Jeff's greatest contributions is that he often questioned things that needed to be questioned, for the benefit and the growth of the School.

Likewise, Sean served 2 terms as a Board appointee. He showed true dedication in his role and was instrumental in moving the environmental focus forward for the School. Leaving discussions with Sean always leaves you feeling that you can do more and should. Always willing to lend a help in any way he can, with passion and humor, he will be missed in our monthly meetings. Somehow, I can help but think he will still make those offers.

Both of these gentlemen have served their terms with professionalism, passion and focused attention. Their hard work is an integral part of why this School is on the precipice of our 20th anniversary. I personally thank both Mr. Barhorst and Mr. Daw for their commitment and dedication to this School and wish them good luck and good health in their future paths.

Growth and change require assuming risk, be it traveling outside the boundaries of your comfort zone, or steeping beyond the self-inflicted boundaries of "*we've always done it this way*". Each of our students embraced uncertainty, courageously grasping the opportunity to positively inflect their trajectories and, quite possibly, ours... Because, you never know.

Respectfully submitted,



Geoff Deigan
Executive Director

Prairie Crossing Charter School

Business Managers Report

October 24, 2017

- The Finance Committee met October 17, 2017 at 6:00pm and reviewed FY16-17 Audit Report and September 2016 financial statements. Once approved the FY16-17 Audit will be posted to the PCCS Website and submitted to ISBE by the 12/1/2017 deadline.

- Q1 2018 Grant Reporting submitted:
 - IDEA Preschool Grant expenditures in the amount of \$3,537.00 were reported 10/17/2017

 - IDEA Grant expenditures in the amount of \$12,373.00 were reported 10/17/2017

- Open enrollment health care elections were processed with respective carriers and payroll deductions have been updated to reflect the employee component of the current payroll contribution effective on the 10/15/2017 payroll.

- Walgreens Pharmacy will be on campus Wednesday, November 1, 2017 to offer Flu Shot Vaccines to interested staff, parents and students.

Respectfully submitted,

Kim Disalvo



PCCS Board of Director's Meeting
DRAFT OPEN SESSION MINUTES

Tuesday, September 26, 2017 7:00 PM
Comstock Building – Muir Hall
1591 Jones Point Road
Grayslake, IL 60030

Members Attending:

Ed Jamison, President
Nick Kotzamanis, Vice President
Brian Conlon, Treasurer
Sue Ross, Board Member
Angie Lewis, Board Member
Marcelo Chiodi, Board Member
Jeff Barhorst, Board Member
Sean Daw, Board Member
Abe Janis, Secretary

Members Not in Attendance:

Dan Fedor, Board Member

Committee Members:

Brett Edmonds, Finance

Staff Attending:

Geoff Deigan, Executive Director
Tony Zamiar, Dean of Faculty & Students
Robb Freeman, Teacher

Public Attending:

Helen "Nell" Anen, Board Candidate
Devon Mann, Board Candidate
Lisa Profenna, PSO Vice President
Kelli Mehlman, PSO Treasurer

Call to Order - 7:00pm

Ed Jamison

Pledge of Allegiance

Motion to Approve Agenda

Motion by Nick Kotzamanis, seconded by Angela Lewis
On a roll call vote all "yes", MOTION PASSED

Motion to Enter Closed Session

Motion by Brian Conlon, seconded by Jeff Barhorst
On a roll call vote all “yes”, MOTION PASSED

Closed Session:

Discussion Related to 5ILCS 120/2(c)(3) - The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.

1. Board -Elect Candidates Interviews

Closed session entered at 7:03pm; Closed session ended at 8:05pm

Recognition & Appreciation: PCCS Community Support

Geoff Deigan

Mission Moment: Academic Excellence

Geoff Deigan detailed the list of metrics, including: PBIS Platinum ranking within 3 years, recent INCS event, as well as PCCS visits from Hawaii, Taiwan, and Carmel Catholic

Discussion Agenda

2. PARCC Presentation - Tony Zamiar

3. Legal Bills – Geoff Deigan

GSL \$55.00, SPED \$137.50

4. FY 18 Budget Recast – Geoff Deigan

Change in PTCT

5. 1st Reading of Board Policies - Geoff Deigan & Sue Ross

- 900.01 – Gifts to the School
- 900.02 – Community Use of School Facilities
- 900.06 –Advertising and Distributing Materials in School
- 900.07 – Public Suggestions and Concerns

6. Committee Updates

Governance – none

Academic Excellence – update and discussion of high staff retention rate

Finance – update and note that auditors will attend next meeting

Public Comment

Discussion of chrome book policy update initiated by Brian Conlon

PSO Update – Lisa Profenna & Kelli Mehlman

Hunt Club Pool fundraiser was successful; largest ever

Spirit Wear was successful; new vendor
Textile sale & bulb sale updates
Return of Pizza Fridays
Upcoming Restaurant Night at Chipotle
Upcoming Day of Service at PCCS on Saturday, Sept 30
Upcoming Fall Fest on October 22 from 12-4pm:
Magician, Pumpkin Sales, Art Show, Food from Momcorn

Consent Agenda

6. Leadership Team Reports
Approved, as provided

7. Financial Statements
Motion by Angela Lewis, seconded by Marcelo Chiodi
On a roll call vote all “yes”, MOTION PASSED

8. Motion to Approve Open Session Minutes of Previous Board and Committee Meetings
None to approve

9. Motion to Accept Reports on Consent Agenda
Motion by Sean Daw, seconded by Brian Conlon
On a roll call vote all “yes”, MOTION PASSED

Public Comment

None

Action Agenda

1A – Appoint Board Elect Position – Helen Anen
Motion by Sean Daw, seconded by Angela Lewis
On a roll call vote all “yes”, MOTION PASSED

1A – Appoint Board Elect Position – Devon Mann
Motion by Sean Daw, seconded by Angela Lewis
On a roll call vote all “yes”, MOTION PASSED

3A – Approve Legal Bills for \$ 192.50
Motion by Brian Conlon, seconded by Marcelo Chiodi
On a roll call vote all “yes”, MOTION PASSED

4A – Approve FY18 Recast Budget
Motion by Brian Conlon, seconded by Nick Kotzamanis
On a roll call vote all “yes”, MOTION PASSED

11A – Approve Closed Session Minutes from Previous Board Meetings
None

12A – Approve Aftercare, Subs –
Jan Brody, Instructional Assistant at \$12.50/hour & Substitute Teacher at \$17.50/hour
Allison Shallenberg, Instructional Assistant at \$11.00/hour & Lunch Substitute at \$10.50/hour
Motion by Nick Kotzamanis, seconded by Angela Lewis
On a roll call vote all “yes”, MOTION PASSED

New Business

None

Adjourn

Motion by Angela Lewis, seconded by Marcelo Chiodi

On a voice vote, all "ayes", MOTION PASSED

Adjourned at 9:15pm

Respectfully submitted,

Abe Janis

PCCS Board Secretary

A copy of the board documents for this meeting is available for viewing on the school website.