

ARLINGTON HEIGHTS SCHOOL DISTRICT 25
1200 S. Dunton Ave.
Arlington Heights, Illinois 60005

School Board Meeting Minutes
August 19, 2025

Greg Scapillato, President of the Arlington Heights School District 25 Board of Education, called the meeting to order at 6:24 p.m. on August 19, 2025. The meeting was held at the Dunton Administration Building, 1200 S. Dunton Avenue, Arlington Heights, Illinois. Roll call was noted and the Pledge of Allegiance said.

Board members present: Melissa Buchberger, Brian Cerniglia, Dr. Anisha Jogee, Kevin Michael, Greg Scapillato, and Deb Tranter

Board members excused: Elizabeth Nierman

Others Present: Dr. Brian Kaye, Superintendent

Motion: K. Michael moved and A. Jogee seconded that the Board of Education adjourn into closed session to discuss: The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors, or specific volunteers of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor, or a volunteer of the District or against legal counsel for the District to determine its validity, 5 ILCS 120/2 (c)(1); Discussion of minutes of meetings lawfully closed, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(21); Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property. 5 ILCS 120/2(c)(8). Roll Call: M. Buchberger, yes; B. Cerniglia, yes; A. Jogee, yes; K. Michael, yes; G. Scapillato, yes; and D. Tranter, yes. Motion carried 6/0.



The Board returned to open session at 7:11 p.m. Roll call was noted and the Pledge of Allegiance said.

Board members present: Melissa Buchberger, Brian Cerniglia, Dr. Anisha Jogee, Kevin Michael, Elizabeth Nierman, Greg Scapillato, and Deb Tranter

Board members excused: None

Others Present: Dr. Brian Kaye, Superintendent; Stacey Mallek, Assistant Superintendent for Business/CSBO; Dr. Becky FitzPatrick, Assistant Superintendent of Student Learning;

Diane Kaffka, Assistant Superintendent for Student Services; Kendra Perri, Assistant Superintendent for Personnel and Planning; Chris Fahnoe, Director of Technology; Adam Harris, Head of Communications and Storytelling; Lana O'Brien, Recording Secretary; staff; and community.

Recognitions and Presentations

It is with great enthusiasm that District 25 celebrates the 10th Anniversary of the Dryden Place Project Garden. Congratulations to our Community Partners, and especially to Dr. Jake Chung, Ms. Mary Lee, and Ms. Kasia Kosinska. The Board is proud to recognize these individuals for their role in fostering student-centered, community-based learning. The Dryden Place Project Garden remains a thriving symbol of innovation, sustainability, and student engagement.

Board Communications:

- Board Member Updates – Ms. Tranter attended National Night Out, the Get Ready for School backpack event, and Opening Day. Mr. Michael attended the new faculty luncheon. Ms. Buchberger attended the PTA meeting last night as the Board Representative. Dr. Jogee also attended Opening Day, along with Ms. Nierman and Mr. Scapillato.
- Legislative Report – Mr. Michael attended the ED-RED legislative breakfast on August 1, and provided information on topics that were discussed. The ED-RED kickoff luncheon will be held on October 20.
- IASB/COSSBA – Dr. Jogee noted that she will be meeting with the IASB nominating committee this weekend. Dr. Jogee, Mr. Michael and Dr. Kaye will be presenting at the Triple I Conference. She is attending the COSSBA Advocacy Conference in September.
- NSSEO – Ms. Nierman showed a video regarding the proposed NSSEO Governance structure, including updating the Articles of Agreement. Board members asked questions and there was discussion on the Operational Board and the review of the articles. Ms. Nierman and Dr. Kaye feel the changes will help and support NSSEO moving forward. Board members agreed that the District 25 Board will support the updates.

Community Input – None

Communications from District Partners

- PTA – Dr. Kaye reported on behalf of Ms. Lakomski. The PTA is moving forward this year with many events at all of the buildings for students, families and staff. The local PTA Annual Fall meeting will be held on October 20.
- ATA – Ms. Berg shared highlights of what some of the teachers did this summer. The ATA welcomed thirty new staff, and collaborated during the first two days of professional learning.

There were no reports from:

- ABC25

Consent Agenda

Motion: K. Michael moved and A. Jogee seconded the motion that the Board of Education approve those items on the Consent Agenda as follows: (A) Personnel Report and Addendum to Personnel Report; (B) Invoices; (C) Accept Donations to District 25 for 2024-2025; (D) Regular and Closed Session Meeting Minutes of July 15, 2025; (E) Hold Closed Session Minutes of January 14, 2025, February 11, 2025, April 22, 2025, and June 10, 2025 per Board Policy 2:220-E1; (F) Release Closed session minutes of March 11, 2025 and May 13, 2025 per Board Policy 2:220-E1; (G) Hold Audiotape of September 26, 2023 per Board Policy 2:220-E1; (H) Destruction of Audiotapes July 1, 2023 through August 29, 2023, and October 10, 2023 through December 31, 2023 per Board Policy 2:220-E1.

Roll Call: M. Buchberger, yes; B. Cerniglia, yes; A. Jogee, yes; K. Michael, yes; E. Nierman, yes; G. Scapillato, yes; and D. Tranter, yes. Motion carried 7/0.

Student Learning

Instructional Materials, 2025-2026

Dr. FitzPatrick noted that this is an annual item that is presented to the Board. This is a list of all of the instructional materials that the students will use for 2025-2026. The only new materials for the 25-26 school year are the new literacy resource, *HMH Into Reading*, for grades 1-5, and kindergarten students will now have a student notebook to go along with the *Activate Learning PRIME* science program. The list is posted on the website for anyone to review.

Student Services

Medication Management Procedures

Ms. Kaffka noted that during the 2024-25 school year, the district implemented updated procedures and gathered feedback from District 25 Nurses, students and families. Based on this feedback and a continual review of guidance documents, additional updates were made to the Medication Management Procedures for the 2025-26 school year. The updates are intended to provide additional safeguards to protect the integrity of our school-based medication management for the safety and well-being of our school community.

Ms. Kaffka reviewed the changes, which included sharing student health information, provision of medication, provision of prescription medication, documentation of medication, and medication disposal. Ms. Kaffka was thanked for the presentation and continuing to update the procedures.

Business and Finance

Crossing Guard Locations

Ms. Mallek noted that this is an annual item that the Board approves, and there are no changes from last year. The district has contracted with Andy Frain to provide crossing guard services for the Belmont/Thomas location and the Dwyer/Grove location for the 2025-26 school year based on an inability to fill these positions.

Motion: K. Michael moved and A. Jogee seconded the motion that the Board of Education approve the crossing guard locations as presented for the 2025-26 school year.

Roll Call: M. Buchberger, yes; B. Cerniglia, yes; A. Jogee, yes; K. Michael, yes; E. Nierman, yes; G. Scapillato, yes; and D. Tranter, yes. Motion carried 7/0.

Serious Safety Hazards

Ms. Mallek noted that School Code provides that districts shall annually review the conditions and certify to the State that the conditions remain unchanged. There are no changes recommended for this year.

Motion: K. Michael moved and A. Jogee seconded the motion that the Board of Education approve the "Resolution to Continue Serious Safety Hazardous Busing for the 2025-26 school year."

Roll Call: M. Buchberger, yes; B. Cerniglia, yes; A. Jogee, yes; K. Michael, yes; E. Nierman, yes; G. Scapillato, yes; and D. Tranter, yes. Motion carried 7/0.

Presentation of the 2025-26 Tentative Budget

Ms. Mallek presented information on the tentative budget for the 2025-2026 school year. She reviewed the revenue budget assumptions, noting that revenue from property taxes is based on a 99% collection rate. As of today, we have not received the 2024 final tax extension, so it is based on the 2023 rate. When we receive them, the amounts in the funds will be reallocated. The CPI was 3.4% in 2024 and 2.9% in 2025. Interest income is 3.50%, and we expect the CPPRT to increase by 2%. The district will receive approximately \$5.294M in Evidence-based Funding, which is an increase of 2.6%. She reviewed the revenues by fund and the changes in revenue budget by source. Excluding the bond proceeds, the property taxes are 84% of revenues.

The budget assumptions for expenditures were reviewed. Ms. Mallek explained that salaries are based on the current collective bargaining agreements or tied to CPI, and health insurance costs increased six percent. The budget includes \$950,000 for the curriculum adoptions and updates, \$610,000 for technology infrastructure updates, \$1.5M in Food Service kitchen renovations, an increase in bus and taxi transportation, 2025 capital projects, and the ten-year life safety survey. She reviewed the expenditures by fund and the changes in expenditure budget by source. There is a decrease in the overall budget because of capital projects.

Ms. Mallek showed a summary of the fund balance, and noted that the total fund balance is 64%, and the operating fund balance is 53%. Ms. Mallek shared the budget timeline in accordance with legal requirements. The presentation and budget book will all be posted on the district website.

August 19, 2025	Presentation of the 2025-26 Tentative Budget
By August 29, 2025	Publication of notice for public hearing
September 30, 2025	Public Hearing and Adoption of Final Budget

Facilities Management – No Report

Personnel and Planning

Approve the ESP, Food & Nutrition Services, Guest Teacher, OSP, and TCARN Employee Handbooks

Ms. Perri noted that these handbooks are updated annually, and include different groups of employees that are not in a union, or do not have a collective bargaining agreement. Ms. Perri highlighted the changes and updates to the handbooks.

Motion: K. Michael moved and A. Jogee seconded the motion that the Board of Education approve the Personnel Plan for 2025-2026 as presented.

- Educational Support Personnel Handbook
- Food & Nutrition Services Handbook
- Guest Teacher Handbook
- Other Support Personnel Handbook
- Teaching Assistant, Clerical Assistant, and Registered Nurse Handbook

Roll Call: M. Buchberger, yes; B. Cerniglia, yes; A. Jogee, yes; K. Michael, yes; E. Nierman, yes; G. Scapillato, yes; and D. Tranter, yes. Motion carried 7/0

Superintendent Report

Superintendent Update

Dr. Kaye shared updates with the Board on various items including Opening Day on August 18; professional learning days this week; topics that will be discussed at the Community Safety Night on September 10 at Thomas Middle School; Standard Response Protocol training for all staff; and the Strategic Plan.

Freedom of Information Act Report

- Rob Propst, Senior Account Executive, Waste Management, requested information on waste and recycling services; a response was provided on July 9, 2025.
- William Boodro requested information on pupil expenditure and kindergarten teachers; a response was provided on July 9, 2025.
- CT Mills of Public Info Access LLC requested information on district contracts; a response was provided on July 9, 2025.
- Israel Goodfriend of Culinary Depot requested information on small equipment bid tabulation; a response was provided on July 18, 2025.
- William Boodro requested information on invoices and PSI report; a response was provided on July 24, 2025.
- Margaret Reyes, Analyst of Lakeshore Recycling Systems, LLC, requested information on garbage disposal bid and invoices; a response was provided on July 29, 2025.
- William Boodro requested information on electric bills and LETRS cost; a response was provided on July 30, 2025.
- Brandon A. Cork of Pulse Technology requested information on copiers and printers; a response was provided on August 5, 2025.
- William Boodro requested information on Insight Magazine and Microcredential Program participants; a response was provided on August 5, 2025.

- William Boodro requested information on electric bills; a response was provided on August 12, 2025.

Second Reading of Policies – PRESS 118

Dr. Kaye noted that additional language has been updated on Policy 8:30 since the First Reading.

PRESS 118:

2:260	Uniform Grievance Procedure
2:265	Title IX Grievance Procedure
4:15	Identity Protection
4:80	Accounting and Audits
5:10	Equal Employment Opportunity and Minority Recruitment
5:20	Workplace Harassment Prohibited
5:60	Expenses
5:60-E1	Employee Expense Reimbursement Form
5:60-E2	Employee Estimated Expense Approval Form
5:100	Staff Development Program
6:150	Home and Hospital Instruction
6:235	Access to Electronic Networks
7:10	Equal Educational Opportunities
7:20	Harassment of Students Prohibited
7:60	Residence
7:70	Attendance and Truancy
7:180	Prevention of and Response to Bullying, Intimidation, and Harassment
7:185	Teen Dating Violence Prohibited
7:190	Student Behavior
7:200	Out-of-School Suspension Procedures
7:210	Expulsion Procedures
7:250	Student Support Services
7:255	Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence
7:270	Administering Medicines to Students
7:310	Restrictions on Publications; Elementary Schools
7:340	Student Records
Misc:	
1:32	Diversity, Equity, and Inclusion Policy
8:30	Visitors to and Conduct on School Property

Motion: K. Michael moved and A. Jogee seconded the motion that the Board of Education approve the policies and exhibits as presented.

Roll Call: M. Buchberger, yes; B. Cerniglia, yes; A. Jogee, yes; K. Michael, yes; E. Nierman, yes; G. Scapillato, yes; and D. Tranter, yes. Motion carried 7/0.

Community Input – None

Future Agenda Items
Topics with Dates to be Determined - None

New Topics - None

Motion: K. Michael moved and A. Jogee seconded that the Board of Education return to the Closed session meeting at 8:39 p.m. for the same reasons as previously stated.
Roll Call: M. Buchberger, yes; B. Cerniglia, yes; A. Jogee, yes; K. Michael, yes; E. Nierman, yes; G. Scapillato, yes; and D. Tranter, yes. Motion carried 7/0.

The Board returned to open session at 9:23 p.m.

Motion: K. Michael moved and A. Jogee seconded that the Board of Education adjourn the regular meeting.
Roll Call: M. Buchberger, yes; B. Cerniglia, yes; A. Jogee, yes; K. Michael, yes; E. Nierman, yes; G. Scapillato, yes; and D. Tranter, yes. Motion carried 7/0.

The Board adjourned the regular meeting at 9:24 p.m.

Submitted,

Lana M. O'Brien
Recording Secretary

Approved: September 30, 2025

President
Board of Education

Secretary
Board of Education

Date minutes available for public inspection: October 1, 2025

Date minutes posted on District website: October 1, 2025