MINUTES OF REGULAR MEETING, BOARD OF EDUCATION, SCHOOL DISTRICT #225, COOK COUNTY, ILLINOIS, April 26, 2010

A regular meeting of the Board of Education, School District No. 225 was held on Monday, April 26, 2010, at approximately 7:39 p.m. at the Glenbrook High Schools Administration Building, pursuant to due notice of all members and the public.

The president called the meeting to order. Upon calling of the roll, the following members answered present:

Boron, Hammer, Martin, Regalbuto, Shein, Taub

Absent: Wolfson (arrived 8:15 p.m.)

Also present: Caliendo, Freeman, Pryma, Ptak, Riggle, Siena, Tuttle, Wegley, Williamson

APPROVAL OF AGENDA FOR THIS MEETING

Motion by Mr. Boron, seconded by Dr. Regalbuto to approve the agenda for this meeting.

Upon calling of the roll:

aye: Boron, Hammer, Martin, Regalbuto, Shein, Taub

nay:

Motion carried 6-0.

INTRODUCTION OF STUDENTS AND STAFF WHO EXCEL

Mrs. Freeman introduced national and state champion debaters from GBS and GBN. Directors of Debate for GBS and GBN introduced students and explained the various awards earned. Coaches thanked the Board and administration for their support. Dr. Riggle recognized the importance of parent support for the students. Students introduced their parents. President Shein acknowledged the wonderful result for an incredible program that is important to the District. He indicated that in these difficult economic times, it is not easy to determine how to maintain the things that matter and provide programs that address the variety of student needs, interests and abilities in the spirit of maintaining a comprehensive high school. He stated the importance of identifying areas to cut that will minimize the impact on programs for our students.

RECOGNITION OF COMMUNITY VISITORS

None.

BOARD AND SUPERINTENDENT REPORTS

Dr. Riggle mentioned that GBS student, Tommy Carroll, was recently featured in the Chicago Tribune sports section. Tommy is blind, yet very competitive in track.

Dr. Riggle attended the Midwest Technology Forum and participated as part of a panel regarding emerging technology in schools. David Jakes, GBS Instructional Technology Coordinator, served as a presenter. Dr. Riggle indicated that the District is growing as a leader in instructional technology.

Dr. Riggle conducted a forum with GBS students and spent the day talking with eight different groups of students who represent a cross-section of students in the school. He identified themes that emerged related to the impact of what we have done and what we plan to do in the future. Dr. Riggle will conduct a similar forum at GBN and will share insights with the Board at a later time.

Dr. Riggle reminded the Board of the District musical, *Rent*, that will be performed at GBN starting this Thursday. There will be a dinner for the Board and administration prior to the performance on Friday, April 30.

Mr. Taub shared positive anecdotal information from a student regarding changes in cell phone guidelines that enhance students' ability to text in school.

Mr. Hammer attended the Spanish National Honor Society induction at Glenbrook North. GBN teacher, Kerry Galson, presented a Power Point regarding her Peace core work in Guiana. He was very impressed with the quality of Ms. Galson's presentation and the benefit to our students.

Mr. Shein stated that he created a Google Doc to develop the agenda for the Board retreat. A link will be sent to Board members to this interactive document. The Board retreat will take place on Saturday, May 22 from 8:00 a.m. through the early afternoon. The location will be one of the two schools, depending upon other events.

MOTION TO APPROVE CONSENT AGENDA

Mr. Shein indicated that item 14 will be pulled from the consent agenda. Dr. Riggle stated that Board policies 9200 & 9250 should be pulled due to modifications that need to be made as a result

of a recent US Supreme Court ruling. These will be removed from consent and brought back at a later meeting.

Motion by Mr. Boron, seconded by Mr. Hammer to approve the following items on the consent agenda pulling item 14 and items 8.g. and 8.h.

 the appointment of the following certificated staff as recommended by the assistant superintendent for human resources

APPOINTMENTS

NAME	POSITION	EFFECTIVE	SCHOOL	SALARY
Pearson, Jennifer	Director of Special Education	07.01.10	DIST	MA + 15/Step 18, 260-day contract + 30% administrative increment
Morrel, Josh	Hebrew Teacher	08.23.10		.6 Step 2 BA + 15

2.) the resignations of the following certificated staff:

NAME	POSITION	EFFECTIVE	SCHOOL
Foreman,	Teacher	05.08.10	GBE
Rochelle			

3.) no FOIA

4.) the issuance of Vendor Checks Nos. 42009 through 42278 in the amount of \$914,459.31 as listed on the attached checks register dated April 20, 2010

5.) no imprest

6.) the issuance of the electronic wire transfers for credit union, TRS, federal taxes, employee and employer portion of FICA and Medicare taxes and state taxes, and payroll check numbers 58704 through 58922 and 58935 through 59031 totaling \$182,906.60. Vendor Payroll check numbers 58923 through 589346 and 59026 through 59030 totaled \$20,149.56. With employees' Federal, State, and FICA/Medicare withholding taxes of \$867,374.54, TRS contributions of \$400,951.08 other deductions of \$356,050.65 and direct deposit of \$3,362,479.99 the gross payroll

for the month of March was \$5,169,762.86. TRS employer contribution was \$58,321.50 and employer matching FICA and MED was \$141,290.49.

7.) the Open Minutes and Closed from the special board meeting on April 12, 2010 and the Open & closed minutes from the Regular meeting on April 12, 2010.

8.) the Board of Education Approval of:

- a. Policy 5010: Safety & Security
- b. Policy & PRO 5015: Visitors
- c. Policy 6330: Educational Support Personnel Sick Leave
- d. Policy & PRO 6410: Educational Support Personnel Vacations
- e. Policy & PRO 6430: ESP Managers
- f. Policy & PRO 9100: Illinois Freedom of Information Act
- g. Policy & PRO 9200: Advertising and Distributing Materials in
- Schools Provided by Non-school Related Entities
- h. Policy & PRO 9250: Corporate Sponsorship

as contained in consent agenda Item #6.8

9.) the Board of Education Approval of 3-year Lease for (5) 14 passenger buses as contained in consent agenda Item #6.9

10.) the Board of Education Approval of Masonry bid as contained in consent agenda item # 6.10

11.) the Board of Education Approval of Approval of GBN Furniture Bid as contained in consent agenda item # 6.11

12.) the Board of Education Approval of Textbook Adoptions as contained in consent agenda item # 6.12

13.) the Board of Education Approval of board calendar as contained in consent agenda item # 6.13

Gift From	Amount or Item	School	Department	Account
Thomas P. Prchal Trust	\$7,000.00	GBS	Athletics	830135
John L. Adams	\$150.00	GBS	Jeff Aaron Scholarship Fund	830582
Glenview Chamber of Commerce	\$100.00	GBS	Science Club	830860
ABT Electronics	\$800.00	GBS	Science Club	830860
Ruth H. MacCartney	\$25.00	GBS	Carolyn "Mama" Glass Scholarship Fund	830853
Joanne & Elias Matsakis	\$50.00	GBS	Carolyn "Mama" Glass Scholarship Fund	830853

14.) the acceptance of the following gifts:

Jim & Lisa Oberheide c/o Morgan Stanley	\$200.00	GBS	Carolyn "Mama" Glass	830853
Smith Barney			Scholarship Fund	
Steven Topel	\$18.00	GBS	Carolyn "Mama" Glass Scholarship Fund	830853
Anonymous c/o Sue Levine-Kelley	\$40.00	GBS	Carolyn "Mama" Glass Scholarship Fund	830853
Gloria C. Ramirez	\$100.00	GBS	Carolyn "Mama" Glass Scholarship Fund	830853
Paul M. Zeller c/o Zeller Realty Group	\$300.00	GBS	Carolyn "Mama" Glass Scholarship Fund	830853
William & Marlys Fuller	\$25.00	GBS	Carolyn "Mama" Glass Scholarship Fund	830853
Cecile Frydman & George Margelos	\$50.00	GBS	Carolyn "Mama" Glass Scholarship Fund	830853
Mr. & Mrs. Carl Pallasch	\$15.00	GBS	Carolyn "Mama" Glass Scholarship Fund	830853
Dr. & Mrs. Jean McGrew	\$200.00	GBS	Carolyn "Mama" Glass Scholarship Fund	830853
Ruth B. Glass	\$15.00	GBS	Carolyn "Mama" Glass Scholarship Fund	830853
Cliff & Dottie Capp	\$25.00	GBS	Carolyn "Mama" Glass Scholarship Fund	830853
Ted W. Belch	\$100.00	GBS	Carolyn "Mama" Glass Scholarship Fund	830853
Roger & Barbara Palmer	\$25.00	GBS	Carolyn "Mama" Glass Scholarship Fund	830853
Mr. & Mrs. Ernest Schubert	\$100.00	GBS	Carolyn "Mama" Glass Scholarship Fund	830853
Mr. & Mrs. A. Robert Taylor	\$100.00	GBS	Carolyn "Mama" Glass Scholarship Fund	830853
Ms. Allison M. Lawton Kolla	\$50.00	GBS	Carolyn "Mama" Glass Scholarship Fund	830853
Gussie Harris	\$50.00	GBS	Carolyn "Mama" Glass Scholarship Fund	830853
Mr. & Mrs. John Mangiameli	\$30.00	GBS	Carolyn "Mama" Glass Scholarship Fund	830853
Mr.& Mrs.Tyler Anastasia	\$90.00	GBS	Etruscan Yearbook Aid	830381
Mr.& Mrs Michael Basak	\$90.00	GBS	Etruscan Yearbook Aid	830381
Mr. & Mrs. Brian Baschnagel	\$45.00	GBS	Etruscan Yearbook Aid	830381
Mr. & Mrs. Gary Briggs	\$135.00	GBS	Etruscan Yearbook Aid	830381
Mr. & Mrs. Howard Bultinck	\$45.00	GBS	Etruscan Yearbook Aid	830381
Mr.& Mrs Michael Carroll	\$45.00	GBS	Etruscan Yearbook Aid	830381
Dr & Mrs Jin Choi	\$45.00	GBS	Etruscan Yearbook Aid	830381
Mr.& Mrs Dane Cleven	\$45.00	GBS	Etruscan Yearbook Aid	830381
Mr.& Mrs Marty Crofton	\$45.00	GBS	Etruscan Yearbook Aid	830381

Dr & Mrs Jon Davidson	\$45.00	GBS	Etruscan Yearbook Aid	830381
Mr.& Mrs Jeff Engle	\$45.00	GBS	Etruscan Yearbook Aid	830381
Mr.& Mrs Andrew Friedman	\$45.00	GBS	Etruscan Yearbook Aid	830381
Mr.& Mrs Thomas Hardy	\$200.00	GBS	Etruscan Yearbook Aid	830381
Mr.& Mrs Paul Jones	\$90.00	GBS	Etruscan Yearbook Aid	830381
Mr.& Mrs Bob Mahon	\$45.00	GBS	Etruscan Yearbook Aid	830381
Mr.& Mrs Jeffery Martin	\$45.00	GBS	Etruscan Yearbook Aid	830381
Mr.& Mrs Ted Neely	\$45.00	GBS	Etruscan Yearbook Aid	830381
Dr & Mrs. Peter Neuhaus	\$90.00	GBS	Etruscan Yearbook Aid	830381
Mr.& Mrs. Lindsay Pomeroy	\$50.00	GBS	Etruscan Yearbook Aid	830381
Mr.& Mrs. Jeffrey Sandy	\$90.00	GBS	Etruscan Yearbook Aid	830381
Mr. J Shugrue & Ms Liz Price	\$90.00	GBS	Etruscan Yearbook Aid	830381
Mr.& Mrs. Tom Sontag	\$45.00	GBS	Etruscan Yearbook Aid	830381
Dr & Mrs. Stephen Talty	\$100.00	GBS	Etruscan Yearbook Aid	830381
Mr. Taylor & Dr Martin	\$100.00	GBS	Etruscan Yearbook Aid	830381
Ms Melinda Taylor-Deuster	\$45.00	GBS	Etruscan Yearbook Aid	830381
Mr.& Mrs. David Tojo	\$50.00	GBS	Etruscan Yearbook Aid	830381
Mr.& Mrs. Paul Wharton	\$90.00	GBS	Etruscan Yearbook Aid	830381
Village of Glenview	\$1000.00	GBS	Scholarship	830851
Glenview Park District	\$1000.00	GBS	Scholarship	830851
Lew Blond Memorial SK Run/Walk	\$1000.00	GBS	Scholarship	830851
Carol Ennis	\$ 125.00	GBS	Forensics	830410
Glenview Chamber of Commerce	\$ 100.00	GBS	Science	830860
ABT	\$ 800.00	GBS	Science	830860
Rotary Club of Glenview	\$ 100.00	GBS	Chambers	830195
The Goodman Family Foundation	\$3900.00	GBS	Stu/2/Stu	830992

Irondale, MN High School Choir	\$200.00	GBN	MUSIC	820730
Mr. Jeff Wolfson	34 office chairs	GBN	VARIOUS DEPARTMENTS NEEDING REPLACEMENT CHAIRS	N/A
Irondale, MN High School Choir	\$200.00	GBN	Music	820730

15.) the Board of Education Approval of retirement as contained in consent agenda item # 6.15

Mr. Martin asked about the rationale for the listing of gifts on the Board consent agenda. Dr. Riggle explained that the Board has the right to accept or reject a gift presented to the school. This also provides legal documentation for individuals making donations to the district for tax purposes. This serves as a formal way to present gifts to the Board. The Board debated the format for listing the gifts.

Upon calling of the roll:

aye: Boron, Hammer, Martin, Regalbuto, Shein, Taub

nay: none

Motion carried 6-0.

MOTION TO APPROVE CONSENT AGENDA ITEM 14

Motion by Dr. Regalbuto, seconded by Mr. Taub to approve consent agenda item 14.

Upon calling of the roll:

aye: Boron, Hammer, Martin, Regalbuto, Shein, Taub

nay: none

Motion carried 6-0.

DISCUSSION/ACTION: GBS PLUMBING BID

Mrs. Ptak presented information regarding the GBS plumbing bid. The bid came in well under the anticipated cost of the project. Board members indicated that they were pleased with the bid amount.

(See Agenda Item #7)

MOTION TO APPROVE GBS PLUMBING BID

Motion by Mr. Hammer, seconded by Dr. Regalbuto to approve the GBS plumbing bid.

Upon calling of the roll:

aye: Boron, Hammer, Martin, Regalbuto, Shein, Taub

nay: none

Motion carried 6-0.

DISCUSSION/ACTION: VOICE OVER IP

Dr. Riggle provided the rationale for bringing Voice Over IP (VOIP) to 3801 West Lake. With the renovation of 3801 the wiring for old technology did not make sense.

The District realizes a cost savings by not wiring 3801 for older technology. However, we are not prepared to replace the digital core at GBS and GBN at this time. At a point in the future we will propose VOIP for the buildings.

Dr. Riggle explained that the administration is bringing segment one today for 3801 independent with what we will do in the future in the rest of the District.

Mrs. Ptak provided details regarding cost savings with this action. At a future Board meeting she will present the cost for providing this technology to GBS, GBN and Off Campus.

The Board asked questions regarding this technology and the impact on the quality of the calls and the relationship to the internet. Mrs. Ptak explained that the system does not work through the internet and all calls would be routed through a dedicated server on our network. Other districts have been pleased with VOIP and have not experienced issues with call quality.

Mr. Wolfson suggested considering refurbished handsets that may be a significant cost savings.

Dr. Riggle explained that the administration wants to be sure that we are phasing VOIP in with minimal impact. We do not anticipate changing out classroom phones. VOIP will be incorporated in office areas. The proposal presented this evening is for the purchase of what is needed for 3801 West Lake. The administration will bring a plan for the buildings in the future.

The Board asked about the advantages to this compared to our current system. Mrs. Ptak explained that we can take an IP phone and plug it in at any phone jack and the individual's extension can be activated immediately. The phone can be used in locations outside of the district, as well.

Mr. Shein asked if the District is limited in the type of phones that would be compatible with the system and suggested that we avoid a situation where we are limited to particular vendors. Questions were asked about maintaining the current voice mail system and how that would ultimately be connected to e-mail. Mrs. Ptak explained that voice mail would be maintained and in the future this will be integrated into the e-mail system.

(See Agenda Item #8)

MOTION TO APPROVE VOICE OVER IP

Motion by Dr. Regalbuto, seconded by Mr. Wolfson to approve Voice Over IP at the 3801 location.

Upon calling of the roll:

aye: Boron, Hammer, Martin, Regalbuto, Shein, Taub, Wolfson

nay: none

Motion carried 7-0.

DISCUSSION/ACTION: SPECIAL EDUCATION STAFFING

Dr. Riggle explained that special education staffing comes later because articulations continue with families through the spring. Dr. Riggle reviewed the memo outlining the special education staffing for 2010-2011.

Dr. Tuttle provided insight into how the FTE number is generated. Dr. Riggle stated that there are multiple factors contributing to the overall increase in special education FTE – an increase in the number of special education students, the number of course registrations and the case management needs of students. Besides the increase in enrollment there is a greater need in the transition program due to the number of students in attendance through their 22^{nd} birthday.

Dr. Tuttle explained the process for determining special education staffing. The number of registrations that are taught by special education teachers, a formula for class size involving the student to teacher ratio, and a maximum number of students that a case manager can manage during the year all are used to determine the final FTE figure. These numbers do not include students assigned to NSSED or Off Campus programs.

Mr. Boron asked about the needs of each student and how that factors into the FTE determination. Dr. Tuttle explained how

adjustments can be made in class size to meet the needs of students and that not all classes are offered every semester or every year. Some class sections can have higher enrollment, depending on the needs of the students. Dr. Tuttle stated that the overall special education staffing includes psychologists and social workers, as well. He indicated that close to 50% of special education students receive only one class taught by a special education teacher while the remaining classes are taken in the general education curriculum.

Mr. Martin asked Mrs. Siena how she builds assumptions about special education staffing into the budget and budget projections. Dr. Tuttle explained that sometimes the District is aware four years in advance that a child with a high level of need will be coming. In other cases, we are not aware or have shorter notice. Mrs. Siena stated that special education is a volatile area to predict. She explained that the District budgets for what is known.

Mr. Taub asked how the District learns of the services needed by incoming 8th graders. Dr. Tuttle explained the process of meeting with junior high staff and parents to determine student needs. He stated that we have a very good articulation process from the standpoint of information sharing.

Mr. Martin asked Dr. Tuttle if he has seen any trends in enrollment. Dr. Tuttle stated he expects enrollment to remain steady or increase. This parallels increases in overall enrollments in the buildings.

Dr. Tuttle stated that we don't yet know the impact of Response to Intervention (RtI) on staffing. Mr. Shein asked if this could result in a decrease in the number of special education students. Dr. Tuttle indicated that RtI can be implemented outside of special education with no loss in support for the student.

Special education staffing will be placed on the consent agenda for the next Board meeting.

(See Agenda Item #9)

DISCUSSION/ACTION: DRAFT BUDGET

Mrs. Siena reviewed a handout that recapped the assumptions in the budget from a historical perspective and shared the position paper, *Money Matters*, from the Center for Tax and Budget Accountability. She explained the potential loss of State aid.

Mrs. Siena reviewed the memo for the draft budget. She provided an updated chart showing the removal of general State aid for next year. This reflects a decrease of 1.1M for 2010-2011. She explained how the District would respond to this issue using money previously established for capital projects.

Mrs. Siena reviewed the calculation of State aid comparing flat grant to alternate grant funding levels and explained how the District would likely be shifted to flat grant funding based upon changes in the foundation level. Mrs. Siena explained that even if the District receives no State funding it is not exempt from State mandates.

The Board asked what would need to occur to move the District back to the alternate grant level. Mrs. Siena stated that the Equalized Assessed Valuation (EAV) would have to significantly drop. She indicated it is doubtful that in 2011 the District will receive any State aid.

Mrs. Siena reviewed the projected revenue charts. She explained the pieces of revenue not yet received. The Board asked about estimating what the District plans to take in. Mrs. Siena stated that this is difficult to determine at this early date. She stated that expenditures are at 70% - right where the District should be. We will know more on both the revenue and expenditure side by June. She indicated that this was the first time a draft budget had been presented to the Board so early, as the Board requested. Mrs. Siena stated that low interest rates were also having an impact on revenue.

Mr. Taub asked for clarification regarding the Glen make-whole payments. Mrs. Siena explained that the property value of this area is frozen until the TIF expires. Students who live in the Glen and attend district schools are not accounted for in general State aid. The village of Glenview will make the district whole for what we would have received in general State aid for these students. When the TIF comes off we will not get any windfall from the Glen if the property is devalued. The make-whole amount is based upon the actual number of students.

Mrs. Siena explained that the expenditure side of the budget is fairly constant. She is projecting a 93.1M budget for 2011. The only factor that is not determined is the end of year operating transfers. Overall, 2011 expenditures are expected to be down more than decreases in revenues. Mrs. Siena assured the Board that a balanced budget will be built, as required by the State.

Mr. Shein asked how much would have to be taken out of reserves for the 2011 budget. Mrs. Siena indicated that the District would not reach into reserves for the 2011 budget. She did reference a chart that showed in the future the District will be at a point at which it will start deficit spending. Mrs. Siena

emphasized that the draft budget presented this evening is a very preliminary estimate.

The Board discussed the next time that the tentative budget would be reviewed. Mrs. Siena stated that the July 12 Board meeting would be the next time the tentative budget was presented to the Board. She indicated that the administration will provide information to the Board approximately one month before that meeting which includes a summary of all of the major decisions and factors that were used in building the budget. An updated projection chart will be provided with the last installment of property taxes.

(See Agenda Item #10)

MISCELLANEOUS TOPICS

Dr. Riggle mentioned that State Code requires an election of the Board officers every two years, unless Board Policy requires this action every year. Our Board Policy 2010 defines one-year terms for these positions. Dr. Riggle reviewed the motion made at last year's organizational meeting following the election that references a one-year term. Board officers will be determined at the next Board meeting.

Dr. Riggle stated that if Board members have the child of a close friend or relative graduating, they are given the opportunity to sign the student's diploma. He asked Board members to identify students whose diplomas they would like to sign. Diplomas will be available for signing at the May meeting.

Dr. Riggle shared a personal human interest story involving his older brother who teaches in southern Indiana. His brother recently had a conversation regarding education today, with a woman who he learned happened to be the daughter of former Glenbrook superintendent, Forrest Sheely. Dr. Sheely moved to southern Indiana after retiring from the Glenbrooks. This was a surprising coincidence.

Mr. Wolfson reminded the Board of the May 7 Glenbrook Foundation event at the Lakeside Room at the Glen Center starting at 6:30 p.m. Dress is business casual.

SUMMARY AND REVIEW OF BOARD MEETING

President Shein reviewed the following:

The Board heard a nice presentation from students who excel in debate and their faculty sponsors. This demonstrates our core values as a District.

Policies 9200 and 9250 were pulled from the consent agenda and will be brought back at the next meeting.

The Board approved the plumbing bid.

The Board approved Voice Over IP at the new administration center, 3801 West Lake. More information will come in the future relative to the other facilities.

Special education staffing will be placed on the consent agenda for the next Board meeting.

A tentative draft budget was presented. This will be discussed again at the July Board meeting and at the Board retreat in May.

MOTION TO MOVE INTO CLOSED SESSION

Motion by Mr. Boron, seconded by Mr. Taub, to move into closed session at approximately 9:16 p.m. To consider the appointment, employment, and compensation, of specific employees (Section 2 (c) (1), (2), (9), (10) and (11) of the Open Meetings Act).

Upon calling of the roll:

aye: Boron, Hammer, Martin, Regalbuto, Shein, Taub, Wolfson

nay: none

Motion carried 7-0.

The Board returned to open session at 9:50 p.m.

ACTION REGARDING MATTERS DISCUSSED IN CLOSED SESSION

Motion by Mr. Boron, seconded by Mr. Taub to hire Mr. Stanicek for the Instructional Supervisor position at Glenbrook South as outlined in the memo.

Upon calling of the roll:

aye: Boron, Hammer, Regalbuto, Shein, Taub, Wolfson

nay: Martin

Motion carried 6-1.

ADJOURNMENT

Motion by Mr. Wolfson, seconded by Dr. Regalbuto to adjourn the meeting at approximately 9:52 p.m.

Upon call for a vote on the motion, all present voted aye.*

Motion carried 7-0.

* Boron, Hammer, Martin, Regalbuto, Shein, Taub, Wolfson

CERTIFIED TO BE CORRECT:

PRESIDENT - BOARD OF EDUCATION

SECRETARY - BOARD OF EDUCATION

UPCOMING BOARD MEETINGS:

Meetings will be held in the Board Room (unless otherwise noted) of the Northfield Township High School District #225 Administration Building, 1835 Landwehr Road, Glenview, Illinois.

Monday, May 10, 2010 7:30

7:30 p.m.

Regular Board Meeting