

**MINUTES OF REGULAR MEETING,  
BOARD OF EDUCATION, SCHOOL  
DISTRICT #225, COOK COUNTY,  
ILLINOIS, AUGUST 24, 2015**

A regular meeting of the Board of Education, School District No. 225 was held on Monday, August 24, 2015, at approximately 7:03 p.m. at Glenbrook District Office Public Meeting Room 100A, 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, Doughty, Hanley, Shein, Taub, Wilkas

Absent: Martin

Also present: Fagel, Finan, Geallis, Geddeis, Riggle, Siena, Swanson, Williamson

**APPROVAL OF AGENDA FOR THIS MEETING**

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

Upon calling of the roll:

aye: Boron, Doughty, Hanley, Shein, Taub, Wilkas

nay: none

Motion carried 6-0.

**RECOGNITION OF COMMUNITY VISITORS**

None.

**BOARD AND SUPERINTENDENT REPORTS**

Dr. Riggle stated that the first day of school went well. He noted that there are some small construction projects in the cafeterias which should be completed in the next few weeks.

The principals stated that there was a lot of positive energy in the schools. Ms. Fagel was very impressed at how polite our students are.

Dr. Riggle stated that the Glenbrook days went well and thanked Mr. Shein for attending and for his opening remarks. He

stated residency has gone well and we will have an official number of students on October 1<sup>st</sup>.

It was mentioned that the Glenbrook Foundation's Back-to-School event is on Saturday, August 29<sup>th</sup> at GBS. All community members are welcome, not just those with students or children.

Mr. Boron stated that he went to the GBN book sale and it went very smoothly.

Dr. Riggle stated that we did have a power outage that affected the book sale and noted that staff is working on the issues that became apparent in the aftermath. He stated that the schools are continually looking at ways to improve the book sale experience.

**MOTION TO APPROVE CONSENT AGENDA**

Motion by Mr. Boron, seconded by Mrs. Wilkas to approve the following items on the consent agenda:

Dr. Riggle stated that there is a problem with the differentials. Names and position are correct, but the numbers are not. The administration asked the Board to approve the positions and the employees and accurate compensation will be brought to the Board on Sept. 15<sup>th</sup>.

In response to a Board member's comment, Dr. Riggle agreed that compensation for differentials is fixed by contract. He answered clarifying questions regarding steps on the differential salary schedule.

1. Appointments
  - a) Certified - none
  - b) Support Staff

Name	Building Position	Calendar FTE Start Date	Schedule Salary	Hourly Wage (FY15)
Ingram, Thomas	GBO IA SPED	186.5 .67 FTE 08.20.15	IA-2	\$18.41
Jerva, Mia	GBS Receptionist	209 .8 FTE 08.11.15	ID-1 Step 3	\$15.14
Marshall, Lynn	GBO IA SPED	186.5 .67 FTE 08.20.15	IA-2	\$18.06
Mistak,	GBS Asst	260	Exempt Prof	\$28.85

Aneta	Plant Mgr	1.0 FTE 08.17.15	Step 23	
Pazol, Naomi	GBO IA SPED	186.5 .67 FTE 08.20.15	IA-2	\$18.41
Self, Austin	GBS Dean, IA	186.5 .67 FTE 08.20.15	IA-2	\$17.70
Stickland, Jon	GBS Dean, IA	186.5 .67 FTE 08.20.15	IA-2	\$17.70

2. Resignations/Terminations

- a) Certified - none
- b) Support Staff

Name	Position	Effective	School
Balling, Marlene	School Nurse	07.31.15	GBN
Barber, Kyle	IA English	06.12.15	GBS
Edwardson, Lindsay	IA English	06.12.15	GBN
Hawke, Anita	IA Math	06.12.15	GBN
Lill, Nicholas	Custodian, Temporary	08.06.15	GBS
Swierczek, Natalia	IA English	06.12.215	GBS

3. FOIA

4. Vendor Bills

Description	Amount	Attached register dated
Vendor Checks Nos. 68687 through 68824	\$939,918.96	August 17, 2015

5. Payroll

The issuance of checks and electronic wire transfers for net payroll earnings, payroll taxes, pension contributions, insurance and other payroll liabilities.

July Totals:

Check Register: \$ 308,236.06

Direct Deposit Register ACH: \$863,808.70

Wire Transfer (EFT) Register: \$598,098.74

6. Imprest - none
7. Minutes
  - August 10, 2015 Special Board Meeting
  - August 10, 2015 Special Closed Board Meeting
  - August 10, 2015 Regular Board Meeting
  - August 10, 2015 Regular Closed Board Meeting
8. Differential/Discretionary Responsibilities
9. Debate Calendars 2015-16
  - GBN
  - GBS
10. Academic Attainment
11. FTE Adjustments for 2015-16

Upon calling of the roll:

aye: Boron, Doughty, Hanley, Shein, Taub, Wilkas

nay: none

Motion carried 6-0.

**DISCUSSION/ACTION: LONG-RANGE PLANNING AND DISTRICT INITIATIVES**

Dr. Riggle discussed the following topics that need long term/strategic planning:

*Business*

1. Succession Planning

Dr. Riggle stated that a review of job responsibilities will need to be completed and a timeline determined and executed for the replacement of these positions:

- assistant superintendent for business affairs
- payroll
- cash management/accounting/township treasurer

2. Student Enrollment Initiative - Building Capacity and Enrollment Planning

- The administration will continue to closely monitor student enrollment

- Current enrollment will be finalized
- New enrollment forecast will be developed in collaboration with Dr. Jerome McKibben
- Building projects and other needs for the GBS enrollment growth will be brought forward for Board consideration in the fall
- Participation numbers and identified needs will be brought forward next May

### 3. Financial Planning (development of three-year plan)

- A three-year plan for management of district finances
- Strategies for necessary expenditure reductions
- Dependent on legislature

### *Curriculum and Instruction*

#### 1. Civics course planning and implementation.

- A new law requires all students complete a course in Civics for graduation from high school.
- The administration will develop a plan for this course as well as all necessary elements required in board policy for approval.

In response to a board member's question Dr. Riggle stated that the administration will review the needs of the students, staffing and explore many other topics during the strategic planning process.

#### 2. Credit for 7th and 8th grade courses.

- A new law recently passed allows students to receive high school credit for courses taught in grade 7 or 8 if they contain the same content as high school courses taught within the high school and are taught by a high school certified teacher.
- The administration will work both internally and with the elementary feeder districts to determine the impact of this new law and how it will be implemented by District 225.

Dr. Riggle answered clarifying questions regarding the law. He stated that a conversation will be needed between administration and feeder elementary schools.

Dr. Williamson stated that the administration will discuss placement and credit with the feeder district.

#### 3. Strategic Planning

- The goal of the administration is the development of a new three-year plan for Curriculum and Instruction that would be presented to the Board in February.

#### *Human Resources*

##### 1. Electronic Substitute Tracking

- The selected application (AESOP) will be implemented by the fall.

##### 2. Benefits Transition

- The administration will be working with the Board to complete the hiring process for the newly approved position of Director of Human Resources and the realignment of current responsibilities and associated procedures within the organization.

Mr. Swanson stated that it has been a long process and looking to review applications in the near future and have a recommendation to the Board shortly. He reviewed the timeline for the replacement of the assistant superintendent for business affairs.

In response to a board member's question Mr. Swanson explained the new benefits position and the transition from the business office.

#### *Public Relations and Communications*

2<sup>nd</sup> of 3<sup>rd</sup> year plan.

The focus will include the following initiatives:

1. Website
2. Student Interns

#### *Student Wellness*

1. Homework Initiative (Year two) - policy to be developed
2. Concussion Protocol - legislation passed
3. Strategic Planning

#### *Technology*

##### 1. Implementation of New Technology Vision

- The administration will implement the new three-year technology plan.

Dr. Riggle reviewed the Strategic Planning Process and thanked Ms. Geddeis for her help with the planning.

Dr. Riggle reviewed the dates and suggested topics and stated that:

- The suggested meeting dates and locations were picked strategically.
- Dr. Ron Barnes will be the potential facilitator.
- The target number of participants: 30-50
- The preferred method of input is electronic.
- We will promote much of the input to occur in a survey format, instead of at meetings.
- Advertising will occur in the various district publications.
- The process is very similar to the 2005 strategic planning process, but more directed on curriculum and wellness.

In response to a board member's question Dr. Riggle provided reasoning for the process which is to make sure that we are on target. We need to make sure that we are open to our community wants/needs. We need to listen to our parents and our school community and it is time to give them a voice.

Ms. Geddeis stated that the survey will include an open ended section and stated that the challenges in 2005 were different than what they are now.

A board member stated it is important in facility planning to differentiate between wants and needs since we are going to a pay as you go program.

In response to a board member's question Dr. Riggle stated that he will get the information on the website.

In response to a board member's question Dr. Riggle stated that the schools do yearly maintenance on the boilers and will check with Dr. Ptak on when we need an outside firm to check the boilers.

Dr. Riggle encouraged the Board to be part of the process. He is proud of the work that the administration has done and thinks the community will be happy. Dr. Riggle thanked the Board for their support.

#### **MISCELLANEOUS TOPICS**

It was suggested that a review of why are we charging what we are charging for water and if we can do better.

In response to a board member's question Dr. Riggle explained that the cost of water helps subsidize the cafeteria costs. The administration has some homework to do regarding the entire topic of water and will include students in the process. It is good conversation to have.

A board member noted that Quest is paying for free and reduced breakfasts and lunches for our students.

#### **REVIEW AND SUMMARY OF BOARD MEETING**

- Approved differential with the understanding that administration will clean up details on specific salaries and a revised document will be brought back to the Board.
- Embarking on strategic planning process beginning on Oct. 7<sup>th</sup> - with goal to bring information by December.

#### **MOTION TO MOVE INTO CLOSED SESSION**

Motion by Mr. Boron, seconded by Mr. Taub to move into closed session at approximately 8:03 p.m. to consider 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; collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. (Section 2(c) (1), (2) of the Open Meeting Act).

Upon calling of the roll:

aye: Boron, Doughty, Hanley, Shein, Taub, Wilkas

nay: none

Motion carried 6-0.

The Board returned to open session at 10:30 p.m.

#### **ACTION REGARDING EMPLOYEE TERMINATION DISCUSSED IN CLOSED SESSION**

Motion by Mr. Boron, seconded by Mrs. Hanley to discharge employee Frantz Pierre as per the recommendation of the administration.

Upon calling of the roll:



aye: Boron, Doughty, Hanley, Shein, Taub, Wilkas

nay: none

Motion carried 6-0.

**ACTION REGARDING GESSA COLLECTIVE BARGAINING ITEMS DISCUSSED  
IN CLOSED SESSION**

Motion by Mr. Boron, seconded by Mrs. Wilkas to ratify the GESSA contract as per the recommendation of the administration.

Upon calling of the roll:

aye: Boron, Doughty, Hanley, Shein, Taub, Wilkas

nay: none

Motion carried 6-0.

**ACTION REGARDING GESPA COLLECTIVE BARGAINING ITEMS DISCUSSED  
IN CLOSED SESSION**

Motion by Mr. Boron, seconded by Mr. Doughty to ratify the GESPA contract as per the recommendation of the administration.

Upon calling of the roll:

aye: Boron, Doughty, Hanley, Shein, Taub, Wilkas

nay: none

Motion carried 6-0.

**ACTION REGARDING COMPENSATION FOR NON-UNION, NON-  
CERTIFICATED EMPLOYEES FY 2016**

Motion by Mr. Boron, seconded by Mr. Taub to approve a 1.5% base salary increase for non-union, non-certificated employees for FY2016.

Upon calling of the roll:

aye: Boron, Doughty, Hanley, Shein, Taub, Wilkas

nay: none

Motion carried 6-0.

**ADJOURNMENT**

Motion by Mr. Wilkas, seconded by Mr. Doughty to adjourn the meeting at approximately 10:32 p.m.

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

Motion carried 6-0.

\* Boron, Doughty, Hanley, Shein, Taub, Wilkas

CERTIFIED TO BE CORRECT:

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PRESIDENT - BOARD OF EDUCATION

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SECRETARY - BOARD OF EDUCATION

**UPCOMING BOARD MEETINGS:**

Tuesday, September 15, 2015    7:00 p.m. Regular Board Meeting  
(District Office Public Mtg. Rm. 100A)