

**MINUTES OF REGULAR MEETING,
BOARD OF EDUCATION, SCHOOL
DISTRICT #225, COOK COUNTY,
ILLINOIS, APRIL 13, 2020**

**This meeting was conducted telemetrically pursuant to
[Executive Order in Response to COVID-19 No. 5](#)**

A regular meeting of the Board of Education, School District No. 225 was held on Monday, April 13, 2020, at approximately 7:00 p.m.. This meeting was conducted telemetrically pursuant to Executive Order in Response to COVID-19 No. 5, 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:

Doughty, Glowacki, Hanley, Kim, Shein, Sztainberg, Taub

Also present: Fagel, Finan, Geallis, Geddeis, Gravel, Johns, Swanson, Williamson

Approval of the Agenda for this Meeting

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

Upon calling of the roll:

aye: Doughty, Glowacki, Hanley, Kim, Shein, Sztainberg, Taub

nay: none

Motion carried 7-0.

The board president reviewed the proposed procedure for the virtual meeting.

Recognition of Community Visitors

Via District voicemail at (847) 486-4728 Melissa DeFrenza-Israel asked the Board to table the conversation regarding her honorable dismissal until she is able to discuss in closed session with the Board.

Board and Superintendent Reports

The Board president thanked the administration and staff for their hard work during these unprecedented times.

The administration:

- Discussed e-learning and noted it began relatively smoothly
- Shared constantly changing information from the state
- Reviewed work being done during shutdown (safety, funding discussions, student lunches, building cleaning, etc.)
- Thanked staff for their flexibility with the constant changing environment
- Explained challenges and noted the constant reviewing of processes looking for best practices and refinements; constantly asking and receiving feedback on how to continue to improve
- Noted the administration is not looking to reduce staffing for this school year
- Are committed to having the same caliber of learning that has always made the Glenbrooks special
- Stated these are uncertain times, and are not sure of a re-open date; continuing to review all effects of the shut down, both short and long-term
- Explained they are still looking to find ways to make senior year memorable as well as the re-imagining of celebrations to keep students engaged
- Are working on thoughtful decision making, being as inclusive as possible and continuing to be in constant communication
- Stated it is great to have a strong team and are thankful to students and staff for their supportive messages

Board Members:

- Asked the administration to take a look at other countries as they re-open to find ways to incorporate what works
- Thanked the team for their hard work

In response to board members' questions, the administration:

- Stated the technology infrastructure is very stable
- Explained mobile hotspots are available for those who do not have internet at home (students and staff); approximately 14 distributed
- Noted building security has been implemented as best practices are recommended
- Shared there is a centralized hot-line (486-4555) that all phone calls are funneled through and 14 technology services members are answering questions and routing calls to the correct person
- Will try to give those board members who would like to know what E-Learning is looking like and a way to experience it

Approval of Consent Agenda Items

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

- A. Appointments
 - a. Certified

- b. Support Staff
- B. Resignations/Terminations
 - a. Certified
 - b. Support Staff
- C. FOIA
- D. Approval of Accounts Payable Bills - \$1,489,179.56
- E. Approval of Payroll Disbursements - \$8,364,071.72
- F. Approval of Revolving Fund Reimbursement - \$4,409.88
- G. Minutes
 - a. March 16, 2020, Special Board Meeting
 - b. March 16, 2020, Special Closed Board Meeting
 - c. March 16, 2020, Regular Board Meeting
 - d. March 16, 2020, Closed Board Meeting
 - e. April 9, 2020, Finance Committee Meeting
- H. Gifts

Donor	Type of Donation	Description of Donation	Purpose of Donation	School and Department	Account Number *
Knights of Columbus	monetary	\$3200.00	Glenbrook United	GBS SAO	810900
Binstein Family Foundation	monetary	\$1000.00	Daniel Johnson Scholarship	GBS SAO	830851

- I. Award of Bids for Capital Projects for Summer 2020
- J. Certified Staff FTE Adjustment

Motion to Approve Consent Agenda Items

Motion by Mr. Glowacki, seconded by Mrs. Hanley to approve the items on the consent agenda.

aye: Doughty, Glowacki, Hanley, Kim, Shein, Sztainberg, Taub

nay: none

Motion carried 7-0.

Preliminary Review of Textbooks

The administration:

- Stated this is a yearly process
- Commented
 - AP books are updated to be more aligned with redesigned curriculum
 - AP Physics I new book because it is a new class
 - Driver Ed creating their own project and skill based resources

In response to board members' questions, the administration:

- Will follow up on the computer science book from 2011
- Explained this is a summary report for the Board and that is why it does

- not include the isbn number, but it is available to students and parents
- Provided clarification on the differences in Driver Education textbook and explained how a classroom set is used as a resource
- Noted in the future will designate if a textbook is digital; explained the decision to go digital is based on the educational soundness
- Stated a report will be presented at the finance committee in June or July which will provide a review of the historical cost of textbook over three years
- Will review AP test scores in light of the number of AP textbooks that are digital; however, families still have the option of independently purchasing a print version of any textbook

Stated this item will be brought back on the consent agenda at the next board meeting with feedback on computer science book from 2011.

Procedures for Release of Educational Support Personnel (ESP)

The administration reviewed the yearly procedures for the release of educational support personnel as required by state statute. The actual list of ESP staff to be released will be presented to the Board for action on April 27. Noted these decisions have nothing to do with the COVID-19 crisis but are based on yearly FTE. No action is required at this meeting.

In response to board members' questions, the administration stated the employees have been notified.

Payment of Third-Party Vendors During the School Closure Period

The administration:

- Noted this topic was discussed at the April 9 Finance Committee Meeting
- Explained the state has encouraged school districts to continue to pay all contracted services
- Stated the Finance Committee members agreed with the recommendation
- Shared that they are collaborating with area districts to work together to make necessary changes to contracts
- Noted Quest Food Service has been approved for the stimulus program and other eligible vendors are applying for stimulus monies

Finance Committee Members:

- Provided the reasoning for their recommendation
- Stated the District is working on ensuring the correct monies are being paid to vendors so that they are paid fairly and not double-dipping; there are provisions in the contract to make sure that we will be reimbursed if they receive other monies
- Explained it is important to ensure our partners will be ready to resume operations as soon as deemed appropriate

- Noted it is the right thing to do

In response to board members' questions, the administration:

- Stated refunds for food and transportation will be discussed further at the next Finance Committee Meeting
- Reviewed what we will be paying for transportation; estimating \$100,000 savings, but still working through the final numbers
- Explained relationship with Quest and noted we are losing revenue; we are currently paying for food for families in need
- Noted a lot of our vendors employees have been with us for many years and we are hoping to keep them whole during these times

Approval of the Technology Services Budget for 2020-21

The administration:

- Stated there will be a 2.1% decrease in the technology services budget
- Reduced FTE by 2.0 FTE through attrition
- Still have a number of specialized applications at the schools, but working on possibly building an infrastructure that will allow us to not buy these applications and instead use a form of a remote desktop; we are waiting for feedback from students and staff who are testing the new infrastructure

In response to board members' questions regarding remote desktop virtualization, the administration:

- Explained it would be a work from anywhere with a web browser (HTML solution)
- Provided clarification on security authentication, access and licensing
- Discussed purchasing Chromebooks with larger screens for classrooms and other possible solutions for visual needs
- Noted they are working with IS's and challenges are being addressed
- 3D printing is fully supported but still working on evaluation process
- Hopes to have a decision on a virtual environment in June and the plan would be to start the year with existing machines and then move over once we receive everything
- Noted Chromebook delivery is scheduled to be on time

A Board member noted that as discussed at the Finance Committee Meeting this would reduce the workload of technology staff.

This item will be on the consent agenda at the April 27 board meeting.

Safety and Security Update

(Joel Reyes, Director of Security, joined the meeting)

The administration:

- Provided an overview of the different committees' work

- Shared the important work being done on planning, facility security, and communication
- Provided an update on the 2019-20 goals and initiatives:
 - Establish a long-term vision for safety and security in an effective learning environment
 - Develop, implement and continually re-evaluate a comprehensive safety and security plan for the district
 - Specifically, focus and report on anonymous reporting systems, reinforce the culture of reporting, cybersecurity, and bullying
- Noted the memo outlined projects going forward
- 3rd party audit planned in the future for additional ideas

In response to board members' questions, the administration:

- Explained they have had three meetings of the four that were planned, and will plan to have a virtual meeting before the end of the year
- Shared positive professional development conversations with staff and explained future hands-on training

Review and Summary of Board Meeting

The board president summarized what happened at the meeting and future meeting dates.

Possible Topics for Future Board Meetings

Future Regular Meeting Dates:

Monday, April 27, 2020 - 7:00 p.m. - Regular Board Meeting

Motion to Move into Closed Session

Motion by Mr. Glowacki, seconded by Dr. Sztainberg to move into closed session at approximately 8:54 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;
- (Section 2(c) (1) of the Open Meetings Act).

Upon calling of the roll:

aye: Doughty, Glowacki, Hanley, Kim, Shein, Sztainberg, Taub

nay: none

Motion carried 7-0.

The Board returned to open session at 8:56 p.m.

Motion Regarding Tenured Certified Staff Member to be Honorably Dismissed

Motion by Mr. Glowacki, seconded by Mr. Shein to approve the Resolution presented and recommended by the administration in closed session to honorably dismiss Melissa DeFrenza-Israel to no longer be employed as a counselor at District 225

Upon calling of the roll:

aye: Doughty, Glowacki, Hanley, Kim, Shein, Sztainberg, Taub

nay: none

Motion carried 7-0.

Adjournment

Motion by Mrs. Hanley, seconded by Mr. Glowacki to adjourn the meeting at approximately 9:25 p.m.

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

Motion carried 7-0.

* Doughty, Glowacki, Hanley, Kim, Shein, Sztainberg, Taub

CERTIFIED TO BE CORRECT:

PRESIDENT - BOARD OF EDUCATION

SECRETARY - BOARD OF EDUCATION