

**MINUTES OF REGULAR MEETING,
BOARD OF EDUCATION, SCHOOL
DISTRICT #225, COOK COUNTY,
ILLINOIS, January 23, 2012**

A regular meeting of the Board of Education, School District No. 225 was held on Monday, January 23, 2012, at approximately 7:00 p.m. at Glenbrook North High School Library, 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, Taub, Wolfson

Absent: Shein

Also present: Caliendo, Geddeis, Pearson, Pryma, Ptak, Riggle, Siena, Wegley, Williamson

APPROVAL OF AGENDA FOR THIS MEETING

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

Upon calling of the roll:

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

nay: none

Motion carried 6-0.

STUDENTS AND STAFF WHO EXCEL

Ms. Geddeis introduced students who were selected as State finalists by the Illinois Music Educators' Association (IMEA).

Mr. Sirvatka, GBS I.S. for Music, spoke about the students who qualified for the IMEA honor. Students were chosen from choir, band and orchestra. Mr. Davidson, GBN I.S. for Fine Arts, explained the audition process.

Students introduced themselves and referenced the group that they would be performing with at the State IMEA event. Mr. Davidson introduced Mr. Running and Ms. Marks, music instructors at GBN and GBS, respectively.

Dr. Riggle thanked parents for their support and asked senior students to indicate where they plan to attend college and if they plan to study music.

Dr. Riggle spoke of the importance of music and the arts at both schools.

Mr. Boron acknowledged the outstanding music staff at each school.

Students introduced their parents.

RECOGNITION OF COMMUNITY VISITORS

None.

BOARD AND SUPERINTENDENT REPORTS

Dr. Riggle reported that it is the first day of the second semester.

Dr. Riggle referenced the move of the Board meeting to the new location at GBN.

MOTION TO APPROVE CONSENT AGENDA

Mr. Martin requested that payroll be pulled from the consent agenda for discussion.

Motion by Mr. Hammer, seconded by Mr. Wolfson to approve the following items on the consent agenda with payroll removed from the consent agenda.

1. Appointments
 - a. no certificated staff appointments
 - b. no educational support staff appointments
2. Resignations/termination
 - a. no resignations/termination of certificated staff
 - b. no resignation/termination of educational support
3. the Board of Education review of the FOIA request contained in consent agenda item #6.3.
4. the issuance of Vendor Checks Nos. 51165 through 51400 in the amount of \$1,050,260.35 as listed on the attached checks register dated January 12, 2012 and January 17, 2012.

5. Payroll was pulled from consent and a separate motion was taken.
6. the Open and Closed Session Minutes from the January 9, 2012 Regular Board Meeting.
7. the Board of Education approval of the New Course Proposals as contained in consent agenda item # 6.7.
8. the Board of Education approval of the GBS Yearbook Trip as contained in consent agenda item # 6.8.
9. the Board of Education approval of the Bookstore Proposal as contained in consent agenda item # 6.9.
10. the Board of Education approval of FY12/13 Student Transportation Fee as contained in consent agenda item # 6.10.
11. the acceptance of the following gifts:

Gift From	Amount or Item	School	Department	Account
Sarah Hudson	\$300.00	GBN	EARL YOUNG SCHOLARSHIP	820360
John McCormick	\$300.00	GBN	EARL YOUNG SCHOLARSHIP	820360
Nan Young	\$100.00	GBN	EARL YOUNG SCHOLARSHIP	820360
Barbara Young	\$200.00	GBN	EARL YOUNG SCHOLARSHIP	820360

Upon calling of the roll:

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

nay: none

Motion carried 6-0.

Mr. Martin asked about variations in payroll in comparing the months of November and December.

Mrs. Siena explained that two of the three Glenbrook days are paid in December. Mrs. Siena indicated that transition from fall to winter sports seasons also accounts for variances in payroll due to coaches' pay. In addition, teacher substitute costs are less in December as there are fewer school days because of the two-week winter break.

MOTION TO APPROVE PAYROLL

Motion by Mr. Wolfson, seconded by Mr. Taub to approve payroll.

Consent Agenda Item #5: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 64859 through 65048, 65055 thru 65118, and 65124 totaling \$116,269.94. Vendor Payroll check numbers 65049 through 65054 and 65119 through 65123 totaled \$6,206.11. With employees' Federal, State, and FICA/Medicare withholding taxes of \$1,178,126.97 TRS contributions of \$478,565.56 other deductions of \$395,030.90 and direct deposit of \$3,811,337.83 the gross payroll for the month of December was \$5,979,331.20. TRS employer contribution was \$64,015.92 and employer matching FICA and MED was \$155,088.59.

Upon calling of the roll:

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

nay: none

Motion carried 6-0.

DISCUSSION/ACTION: NSSED BILLING STUDY

Dr. Riggle explained that a more detailed analysis of the impact of the NSSED billing study on D225 is being presented as a follow-up from the last Board meeting.

Dr. Riggle asked for Board consensus to help Mr. Hammer in his capacity as a member of the NSSED Executive Board that will take a vote regarding the recommendations of the billing study in February.

Mrs. Siena referenced section three of the documents which was omitted from what was shared with the Board at the last meeting. She reviewed the new rate structure which shows an increase in cost, but a net rate that is adjusted after offset of IDEA dollars. This represents a slightly higher gross membership rate, but more IDEA dollars coming back to the districts.

Mr. Taub asked if this was the case for all 18 NSSED member districts.

Mrs. Siena confirmed that this was the case.

Dr. Riggle asked Mrs. Siena to explain the flow of IDEA dollars.

Mrs. Siena explained that 70% of IDEA dollars will flow back to the member districts. 30% is kept by NSSED for administrative costs.

Mr. Taub asked about the total budget for all member districts.

Ms. Pearson, Director of Special Education, referenced a chart contained in the packet.

Mrs. Siena explained how IDEA funds are allocated by NSSED. The recommendation is to remove IDEA funds for programs and put these funds towards membership that covers the overall use of NSSED by member districts. This changed the membership rate. There is a pre-school distribution tied to NSSED as the grant holder. As a result, District 225 is funneled preschool dollars, but these are returned to offset program costs because we have no preschool students. There is also a recommendation for a flat 3% increase in overhead costs. Because we have a low participation in North Shore Academy, this has a minimal impact on D225. This is considering a static enrollment.

Ms. Pearson stated that NSSED made sure that they were balancing the needs of all of the member districts. The IDEA dollar shift allows districts to use IDEA dollars to build their own programs.

Mr. Hammer indicated that districts that were considering leaving NSSED such as Lake Forest and Lake Bluff will now remain with NSSED.

Mr. Martin commented that District 31 is going to increase their payment to \$95k.

Ms. Pearson stated that because District 31 is a small district that has a high level of use of NSSED programs, their costs will increase. District 34 has a high membership rate which is offset by the IDEA flow-through shift, reducing the overall rate to District 34. District 31 has a low overall enrollment, but a relatively large number of students are served by NSSED programs.

Mr. Martin asked about the risk associated with this change in billing. He stated that in using a new formula, if IDEA would change the level of funding, then this may need to be revisited.

Dr. Regalbuto asked if IDEA funding changed year-to-year.

Ms. Pearson stated that funding may change slightly, but there are carry-over funds that can be used depending on student needs. The funding amount has been consistent from IDEA dollars. Ms. Pearson stated that if there are significant changes in funding, then this would need to be addressed.

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Mr. Hammer stated that he wants to make sure he is representing the district at the next NSSSED meeting.

Mr. Boron asked if Board members are satisfied with the funding plan.

Mr. Martin stated that the funding plan sounds like it makes sense. He asked why the district didn't do this before. He stated that there has to be something that needs to be addressed.

Ms. Pearson stated that there has been a concern about the historical basis for funding and not understanding why the status quo was kept. Now districts are trying to build their capacity to provide supports in their own district. The greatest risk is to North Shore Academy (NSA) tuition. For other districts that use NSA more, this has a greater impact.

Dr. Riggle stated that as the economy changed, districts started to look at finances. It is difficult for one district to say they are not happy. Some districts are doing more locally within their own district such as the Off Campus program at the Glenbrooks. The strength and the core of NSSSED is in their specialized services that are more difficult for districts to provide and difficult for smaller districts like District 31 to provide. The impetus for the billing study was when Lake Forest and Lake Bluff considered withdrawing from the consortium.

Dr. Riggle stated that the conversations will continue to happen after the implementation of the new model.

Ms. Pearson stated that this model provides more flexibility for the district to build capacity for more coaching and supports that are needed in the transition program.

Mr. Boron stated that this may lead to less reliance on NSSSED programs.

Ms. Pearson stated that the new model allows for intermediate support of member districts.

(See Agenda Item #7)

DISCUSSION/ACTION: PUBLIC COMMUNICATIONS WITH THE BOARD

Dr. Riggle introduced the topic of public communications with the Board. He referenced normal mechanisms for community members to contact Board members. E-mail is more prevalent and it is more common for the Board to receive an e-mail. The expectation for staff response to e-mail is referenced in policy.

Dr. Riggle stated that the Board determined that Board e-mail was to be without the filter of the administration. All messages received are not open to the public. They are private messages from the individuals to the Board. E-mails are not frequent. It is the Board's discretion whether to give the information to an administrator to respond to the message.

Dr. Riggle stated that he would like to talk in general of the Board's reaction to community messages so that general operational procedures can be put in place. Following the discussion, the administration can draft guidelines regarding responding to e-mails.

Mr. Taub stated that the community is accustomed to immediate reactions. Legitimate e-mail deserves a legitimate response.

Dr. Riggle stated that most Boards in our area don't respond. People want to know that their message was received. Dr. Riggle suggested that a response be given to confirm messages are received. The Board has the belief that once a decision is made we all go forward. This is one of the main reasons that most boards don't respond to e-mail.

Mr. Hammer stated that 90% of the messages pertain to Dr. Riggle. Dr. Riggle usually tries to craft a response, but sometimes people are looking for a response from Board members. The goal is to give accurate information.

Dr. Riggle pointed out the distinction between people who are looking for information or simply venting about something. Dr. Riggle suggested for those simply venting that a response could indicate that the Board appreciates and values their opinion while confirming receipt of the message. With the variety of messages received it is difficult to have one response. Dr. Riggle suggested five categories for the types of e-mail received by the Board.

Mr. Boron suggested that comments following Board decisions need to be discussed. Mr. Boron provided examples of types of e-mail received. Four of the five categories can be routinely handled. A response after a Board decision should be discussed by the Board, administration or by the Communication Committee.

Dr. Riggle stated that some topics are of greater interest to the community. The district can be more proactive in providing information that can be placed on the website.

Mr. Hammer stated that there is a superintendent blog and a Board blog where information can be shared.

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Dr. Regalbuto asked how individual Board members determine which letters to answer. She suggested that responses should be logged and concurrences with responses among Board members be documented. It is difficult to respond to some e-mail without responding to all.

Dr. Riggle stated when we talk about misconduct this often involves students. There has been follow-up with the buildings on these types of e-mails.

A large number of e-mails do not warrant a response. That keeps us from trying to get a consensus of 7 people regarding how to respond.

Dr. Regalbuto stated that responding to some but not all e-mail should not be done. She stated that she is comfortable with a confirmation response indicating that the e-mail has been received.

Mr. Boron referenced comments from individuals after a Board decision. Sometimes there are calls from reporters about actions taken by the Board. Mr. Boron asked if there should be a distinction between responses to the press compared to responses to e-mail. This is not the same as responding to an individual constituent.

Dr. Regalbuto stated that the Board is mixing too many items. She asked if the Board felt the need to answer questions and letters that come to the Board. She expressed concern about responding to one person and not another.

Mr. Hammer suggested an auto-reply to confirm receipt of e-mail with the possibility that the e-mail will be responded to by the administration.

Mr. Taub stated if the Board anticipates a lot of e-mails, then information should be put on the website. Everybody is concerned about money today.

Dr. Regalbuto stated that the auto-reply could reference a link on the website with information pertaining to a particular issue.

Dr. Riggle stated that he will work with Ms. Geddeis to put some guidelines together with regard to Board response to e-mail that captures the Board discussion.

Dr. Riggle stated that the district can be more pro-active with sharing information with the public.

Mr. Martin stated that recent e-mails to the Board have conveyed strong views and one e-mail was responded to. In general we should refrain from responding to e-mails. It will be helpful to clarify this because we don't get that many e-mails. District 34 received a lot more e-mails and decided not to respond.

Mr. Taub spoke of being mindful of social media where issues can come to the front. The district should find ways to reach more people without having to respond to individual e-mails.

Dr. Riggle stated that the Board has worked hard at cost-containment and it is difficult to take responses from community members who challenge this. There is a need to advertise our efforts.

(See Agenda Item #8)

MISCELLANEOUS TOPICS

Mr. Wegley stated that on Saturday, February 25th at noon GBS will celebrate its 50th anniversary. The variety show will follow a gala luncheon and celebration.

Dr. Riggle stated that the student activities offices are asking about graduation. Dr. Riggle reviewed Board member attendance at GBN and GBS graduations.

Dr. Riggle stated that last week C.P.I. was announced as 3.0%. This will be for 2013-2014. C.P.I. drives the property tax levy and salary increase.

REVIEW AND SUMMARY OF BOARD MEETING

Vice-president Boron reviewed the following:

The Board approved new course proposals and Beck's Bookstore as part of the consent agenda.

There was Board consensus on the NSSED revised funding plan.

The Board had a discussion on communications.

Mr. Martin asked about when an update could be provided on fundraising for turf fields.

The administration indicated that an update could be provided at the February 9 Finance Committee and later in conjunction with the opening of bids on the project.

Mr. Taub asked if fundraising includes the advertising policy.

Dr. Riggle stated that some active work is being done. February 9 may be early for an update.

MOTION TO MOVE INTO CLOSED SESSION

Motion by Dr. Regalbuto, seconded by Mr. Wolfson to move into closed session at approximately 8:35 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; student disciplinary cases; and litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting (Section 2(c) (1), (9), and (11) of the Open Meeting Act.

Upon calling of the roll:

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

Nay: none

Motion carried 6-0.

The Board returned to open session at 9:03 p.m.

ACTION REGARDING MATTERS DISCUSSED IN CLOSED SESSION

Motion by Mr. Wolfson, seconded by Dr. Regalbuto to accept the recommendation of the MDRC with regard to student 01-23-12-01.

Upon calling of the roll:

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

nay: none

Motion carried 6-0.

ADJOURNMENT

Motion by Mr. Wolfson, seconded by Dr. Regalbuto to adjourn the meeting at approximately 9:04 p.m.

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

Motion carried 6-0.

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

CERTIFIED TO BE CORRECT:

PRESIDENT - BOARD OF EDUCATION

SECRETARY - BOARD OF EDUCATION

UPCOMING BOARD MEETINGS:

Upcoming meetings will be held at
Glenbrook North High School
Library
2300 Shermer Road
Northbrook, IL 60062

Thursday, February 9, 2012	7:30am	Finance Committee Mtg (GBS 128)
Monday, February 13, 2012	7:00pm	Regular Board Meeting (GBN Library)