

**MINUTES OF REGULAR MEETING,
BOARD OF EDUCATION, SCHOOL
DISTRICT #225, COOK COUNTY,
ILLINOIS, MARCH 11, 2013**

A regular meeting of the Board of Education, School District No. 225 was held on Monday, March 11, 2013, 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, Doughty, Hanley, Martin, Regalbuto (via telephone), Shein, Taub

Absent:

Also present: Caliendo, Finan, Freund, Geddeis, Pryma, Ptak, Riggle, Wegley, Williamson

APPROVAL OF AGENDA FOR THIS MEETING

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

Upon calling of the roll:

aye: Boron, Doughty, Hanley, Martin, Regalbuto, Shein, Taub

nay: none

Motion carried 7-0.

STUDENTS AND STAFF WHO EXCEL

Ms. Geddeis introduced members of the GBN speech team to be recognized for their accomplishments at the recent IHSA State tournament. Claire Symington and Richie Irons qualified for the National Forensic League tournament in June. Ms. Geddeis reviewed state placements for the team.

GBN coaches, Sarah Ilie and Kate Fester described the events and level of competition at sectionals, district and State-level tournaments.

Students introduced themselves and provided their college plans.

Dr. Riggle asked how many hours per week students devote to speech.

Students described the time devoted during the school day and outside of school.

Dr. Riggle asked students about the skills that they gain from participating in speech.

Students described how their experiences on the speech team help them in class presentations and speaking in front of a group of strangers.

Mrs. Hanley asked about the level of collaboration among team members.

Students described group practices early in the season that transition to more individual work later.

Mr. Taub asked about the research component of preparing for a speech.

The students described the process of researching a topic for the speech team.

Mr. Martin asked about the scoring system in judging speech competitions.

Ms. Fester described the standard ranking system.

One of the students described her experience with the judging process that resulted in a wide range of scores.

Mr. Doughty described his experiences as a student in this realm and spoke of the benefits of speech in everyday life.

Dr. Riggle expressed how proud he is of the team and how the GBN program has developed under Ms. Ilie's leadership.

RECOGNITION OF COMMUNITY VISITORS

None.

BOARD AND SUPERINTENDENT REPORTS

Dr. Riggle reported on the morning with Mrs. Wilkas who visited with GBN and GBS administrative teams to learn about what the schools are doing. Mrs. Wilkas will be introduced at the district office shortly after spring break.

Dr. Wegley reported on the process and decision for GBS to move to the A/B block schedule for the 2014-2015 school year.

Mr. Taub asked if other schools are using the A/B block schedule.

Dr. Wegley named other area schools on this type of schedule.

Mr. Boron asked if moving to this schedule would improve facility utilization.

Dr. Wegley described how this will improve facility utilization with the growing enrollment at GBS.

Dr. Riggle stated that a capacity study will be conducted at GBS relative to the move to block schedule. GBS should be able to hold at least 2800 students based upon the last study. The district will look at options other than moving school boundaries. Dr. Riggle stated that it is a Board decision to approve that GBS move to the block schedule.

Mr. Pryma shared information regarding the results of the recent State DECA competition where 31 GBN students qualified for the international competition in Anaheim California. Mr. Pryma described the DECA competition and how it relates to speech.

Dr. Riggle reported on the Techny concert on Sunday. Mr. Doughty and Mr. Taub also reported on their positive experiences at the concert. Mrs. Hanley commented on the collaborative activity involving both GBN and GBS students.

Mr. Taub reported on a recent NSSED meeting in which the cost structure was reviewed. There were no changes made to the cost structure of the program. Dr. Riggle stated that this was a positive outcome for the district since the proposed change would have resulted in additional costs for the district.

MOTION TO APPROVE CONSENT AGENDA

Dr. Riggle stated that the closed minutes will be removed from the consent agenda for a separate vote.

Motion by Mr. Boron, seconded by Mr. Doughty to approve the following items on the consent agenda, excluding the February 25 closed session minutes.

1.
 - no appointment of certificated staff
 - no appointment of educational support staff
2.
 - no resignations/termination of certificated staff
 - no resignation/termination of educational support staff

3. the Board of Education review of the FOIA request contained in consent agenda item #6.3.
4. no Vendor Bills
5. no Payroll
6. the reimbursement of the Revolving Fund for Employees for the month of May in the amount of \$44,017.45 represented by checks No. 27870 through 27898, 27909 through 27935, 28041 through 28061, 28069 through 28107, 28117 through 28124, 28222 through 28242, 28371 through 28385 and 28397 through 28425.
7. Minutes
 - the February 21, 2013 Finance Committee Meeting
 - the Open Minutes from the February 25, 2013 Regular Board Meeting
 - the February 27, 2013 Facility Committee Meeting
8. Revisions to the 2013-2014 School Year Calendar as contained in consent agenda item # 6.8
9. the acceptance of the following gifts:

Gift From	Amount/ Item	School	Department	Account
Mr. Joseph M. McCune III	\$5,000.00	GBN	TURF FIELD	810030

10. Girls' Lacrosse Tour - GBS as contained in consent agenda item # 6.10

Upon calling of the roll:

aye: Boron, Doughty, Hanley, Martin, Regalbuto, Shein, Taub

nay: none

Motion carried 7-0.

MOTION TO APPROVE CLOSED SESSION MINUTES

Motion by Mr. Boron, seconded by Mr. Martin to approve the closed session minutes from the February 25, 2013 Regular Board Meeting

- Consent Agenda Item #6.7 the closed session minutes from the February 25, 2013 Regular Board Meeting

Upon calling of the roll:

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

nay: none

abstain: Doughty

Motion carried 6-0.

DISCUSSION/ACTION: FY13/14 CAPITAL OUTLAY REQUESTS

Dr. Riggle introduced Dr. Ptak to present capital outlay requests.

Dr. Riggle first provided an update on the impact of sequestration on the Build America Bonds. He stated that the rebates on the Build America Bonds will be affected by sequestration. There will be a decision by the IRS relative to the impact on the bonds. There may be action coming to address the impact. In the worst case scenario it will cost the district \$10k to \$11k per year for the life of the bonds for a total of approximately \$145k. The bonds still need to be issued because if they are not issued, the government will take back the money that was available through the bonds. When Mrs. Siena returns she will have more of an update regarding the Build America Bonds and sequestration. There is a remaining \$185k in Build America Bonds that must be issued.

Mr. Doughty asked if we know when the IRS will act.

Dr. Riggle stated that we expect them to act soon - within the next few weeks.

Mr. Doughty asked if the \$185k in remaining Build America Bonds are captured in the projects presented this evening.

Dr. Ptak stated that \$10M in Build America Bonds was issued in July of 2010. The remaining \$185k must be spent on life safety and infrastructure projects.

Dr. Ptak introduced Associate Principals for Administrative Services at each school who are involved in determining requests for capital outlay. These are items of \$2500 or greater.

Dr. Ptak reviewed the projects at each school.

Mr. Doughty asked about the project involving Wisconsin Water.

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Dr. Ptak explained that this is simply the name of the company.

Mr. Doughty asked about procedures for the operation of fork lifts.

Dr. Ptak explained how training of staff for forklift operation would occur.

Mr. Doughty asked about ensuring that the condition of the forklift remains up to code.

GBS Assistant Plant Manager, Mr. Krock, explained that the forklift will be checked every year to ensure that it is operationally safe.

Mr. Freund provided the rationale for purchasing a refurbished forklift.

Mr. Doughty asked about the removal of metal bleachers and asked if these bleachers caused a safety issue.

Dr. Wegley explained that the collapsible bleachers present less of a safety issue.

Mr. Boron commented that it was not the use of the metal bleachers, but the fact that they were an obstruction for PE classes.

Dr. Wegley confirmed that this was the case. He explained that for field house events the old bleachers were safe to use.

Mr. Shein asked if things are different with regard to metal bleachers at GBN.

Mr. Pryma stated that when the metal bleachers are not in use they create a storage problem.

Mr. Shein asked if the new bleachers fold up.

Mr. Freund confirmed that this was the case.

Capital outlay requests will be on the consent agenda for the next meeting.

DISCUSSION/ACTION: APPROVAL OF FY13/14 CONSTRUCTION BIDS

Dr. Ptak reviewed the process for summer construction bids.

She stated that overall the bids came in over budget by about 3.5% or \$100k.

Dr. Ptak stated that the GBN artificial turf and track bids came in on budget. The new bleachers in the gym will now be ADA compliant.

Dr. Ptak stated that one of the projects at GBS retrofits fixtures for L.E.D lights. The district applied for a grant of \$30-50k to offset the cost of this project. A savings of about \$32k per year will be realized by using LED bulbs.

Dr. Ptak stated that the GBS project to refurbish the loading dock came in over-budget. The budgeted amount was \$200k, but the project came in at \$115k over-budget.

Mr. Freund described the need to refurbish the loading dock. He explained that deliveries are staged in the hallway and the project will create the needed infrastructure to stage deliveries.

Dr. Wegley described the need to right-size the area.

Mr. Boron asked if there would still be one loading dock.

Dr. Wegley confirmed this and further described the project.

Mr. Boron stated that the extra cost is because of utility work that would need to be done to construct the new area.

Dr. Ptak confirmed that there are a number of utilities that feed into the building at the location of the new staging area.

Mr. Doughty asked if it was not foreseen that the utilities were an obstacle.

Dr. Ptak described the process for determining costs. At the point that the engineers reviewed the process following the bids, things that could be done in-house were pulled out of the bid for the building staff to complete.

Mr. Shein asked if there was any change in access or security in the loading dock area.

Dean Krock described how the access doors will be reconfigured as a result of this project.

Dr. Wegley described security at the loading dock.

Mr. Shein asked about the cost of the LED lighting.

Dr. Ptak stated that the cost is \$110k including fixtures and labor.

The construction bids will be on the consent agenda for the next meeting.

DISCUSSION/ACTION: APPROVAL OF ASBESTOS ABATEMENT AND GBS SITE UTILITY WORK

Dr. Ptak stated that the remaining \$185k in Build America Bonds will be used for this project. This includes utility work and asbestos abatement. The remaining money will serve as contingency for other projects.

Mr. Doughty asked if the project is substantial enough to pick up the rest of the Build America Bonds that must be issued.

Dr. Ptak confirmed that the project would exhaust the remaining Build America Bonds.

Mr. Boron asked if the asbestos is in the adhesive of the floor tile.

Dr. Ptak indicated that this was the case.

Asbestos abatement and GBS utility work will be placed on the consent agenda for the next meeting.

DISCUSSION/ACTION: RETRO-COMMISSIONING UPDATE

Dr. Ptak described the retro-commissioning audit that took place at both schools. The audit identified things that were not running as good as they should have.

Dr. Ptak described the payback timeline for the adjustments made.

Mr. Whisler, GBN Assistant Plant Manager, described the impact of some retro-commissioning work related to calibrating sensors. Sensors will be replaced in order to provide a more accurate reading so that the duct work will be open for the appropriate amount of time.

Mr. Taub asked about the fans.

Mr. Whisler described the process of moving air out of the building using the supply and return fan.

Mr. Whisler described how adjustments will be made relative to outdoor air temperature variation using a computer program.

Mr. Boron asked how much savings will be realized.

Mr. Whisler stated that the figure was determined based upon average savings for the type of automation that will be in place. Mr. Taub asked if the savings will be annual savings.

Dr. Ptak described the annual savings.

Mr. Taub commented that it is a \$21k one shot deal for an average savings of \$69k.

Dr. Ptak stated that the audit company was challenged to come up with significant changes because the plant operators have run such an efficient operation.

Mr. Shein stated that the GBS new pool had a problem with air handlers and asked if this had been sorted out.

Mr. Krock stated that the air handler company came back and redid the air handlers in the pool. They replaced all of the compressors in the units. The compressors are running a lot better.

Mr. Shein asked if there is a need to dehumidify in the winter.

Mr. Krock stated that the air handlers are not running that much in the winter.

Dr. Riggle asked Dr. Ptak to determine how often a retro-commissioning study should be done.

Mr. Shein asked if EnerNOC offers real-time savings.

Dr. Ptak stated that EnerNOC provides a direct feed of how much energy the buildings are using.

Mr. Shein asked if EnerNOC can give a reading of how frequently systems are running.

Mr. Krock asked if Mr. Shein was asking about a system that shows red flags constantly.

Mr. Shein confirmed that this is what he was asking.

Mr. Whisler stated that reports can be run to determine real-time energy use.

Mr. Taub asked if money will be put on the side for mechanicals.

Dr. Riggle stated that this was discussed before but there is not currently a provision for this. This can be discussed in the future. Dr. Riggle stated that the purpose is to look at future energy saving investments.

Dr. Riggle commented that it is nice having Dr. Ptak back from maternity leave.

DISCUSSION/ACTION: APPROVAL OF ACTIVITY BUS LEASE

Dr. Ptak described the efficiency gained in using the activity buses. Each bus saves about \$23k per year. These are easy for the schools to use and the buses are safe. The former 15-passenger vans presented safety issues. The drivers of the activity buses are trained before they are allowed to drive. There was a bid put out for a three-year lease. The lease price did drop from the last contract.

Mr. Boron asked if the current company is the same one that previously supplied the buses.

Dr. Ptak stated that a different company had the contract before.

Mr. Doughty asked if there was a time when nine buses didn't cover the needs of the buildings.

Dr. Ptak stated that the schools' athletic and activity departments do track the use of buses and nine is enough.

Mr. Shein commented that he appreciates the administration looking for ways to save money.

DISCUSSION/ACTION: FY13/14 STUDENT FEES

Dr. Riggle described additional information provided by Mrs. Siena relative to student fees. This included historical information regarding fees in the district.

Dr. Riggle reviewed Board policy related to fees. He recommended student fees that previously existed be approved tonight with the exception of the materials/technology fee. There is a need for further discussion regarding the materials/technology fee. The Board policy relative to fees is not as definitive, but is more general.

Dr. Riggle posed the question relative to the appropriateness of a fee for technology services given the Board policy. The materials fee is waived for low income students. If teachers give materials such as handouts to a student, the teachers don't know if the student paid for the materials fee or not. Student needs are met and the fee is not a pre-condition for student success as referenced in the policy. The materials fee that is currently charged has functioned in the spirit of the Board policy.

Dr. Riggle stated that it is difficult to compare fees to other districts in the area of technology. Policy 8230 does not specifically list the materials fee, but the district has been waiving the fee for low income students.

Mr. Doughty questioned how a materials fee is charged in light of the language in the Board policy.

Dr. Riggle provided the rationale for the materials fee relative to providing copies for students.

Mr. Doughty suggested a distinction be made between materials fees referenced in the policy.

Mr. Taub stated that students need technology for success. He stated that he is not comfortable charging a fee for something that the community would expect the school to provide.

Mr. Shein suggested that the Policy Committee bring a recommendation to the Board relative to a change in the fee policy.

Mr. Boron stated that the Policy Committee needs to rely on what the Board would like to do. He suggested first determining what the Board wants to do and then the policy can be shaped to reflect that.

Dr. Riggle stated that he is comfortable with the materials fee, but is not sure that the technology fee meets the standard outlined in the current policy.

Mr. Shein asked if the policy should define what materials are.

Mr. Boron stated that he is less concerned about the materials fee because it goes to a direct user in terms of handouts. He stated that he is uncomfortable with a technology fee because things like the library's electronic resources are just part of doing business when you are in a school. Web filtering and e-mail would be needed for administration in any sort of business. The technology fee is more abstract. Mr. Boron stated that the district had to increase internet capacity because of increased use.

Mr. Shein stated with the increased number of devices there is a need to increase bandwidth.

Dr. Riggle stated that the district does not have to give internet access to students for their personal devices.

Mr. Doughty stated that students are putting things on their devices from district technology resources.

Dr. Riggle stated that the materials fee was likely related to library print materials.

Mr. Shein stated that students can now login from home and login to our servers. He stated if the district goes to Chromebooks, technology services become even more important.

Mr. Boron asked if the nature of the materials fee had changed relative to physical handouts being replaced by electronic documents.

The principals stated that this transition has not happened to a great extent.

Mr. Taub stated that this is the last place to save money. He asked if the district can find something else to save money on and table the technology fee for a future year.

Mr. Boron referenced the discussion relative to not passing the entire technology fee on to students.

Mr. Martin stated that it is a case of passing the fee on to students or on to taxpayers.

The Board debated the rationale for assessing the technology fee with regard to the expectation that the district provide technology services to students.

Mr. Shein stated that it seems that the majority of the Board supports a technology fee. The Board policy should more clearly define what materials are and define technology fees.

The Board debated whether the long-standing materials fee should be approved at this time.

Dr. Riggle described the impact of fees on the development of the budget.

MOTION TO APPROVE FY13/14 STUDENT FEES

Motion by Mr. Boron, seconded by Mr. Doughty to approve FY13/14 student fees excluding the materials fee and the technology fee that is part of the materials fee.

Upon calling of the roll:

aye: Boron, Doughty, Hanley, Martin, Regalbuto, Shein, Taub

nay: none

Motion carried 7-0.

DISCUSSION/ACTION: BOARD ORGANIZATION MEETING

Dr. Williamson outlined the parameters relative to potential dates for the Board organization meeting.

The Board discussed potential dates and determined that May 6 will be the organization meeting of the Board. There is a possibility that the May 13 meeting will be cancelled.

Dr. Riggle referenced Meetings of the Board of Education Policy 2030. He mentioned the requirement that all Board members participate in Open Meeting Act (OMA) training. He indicated a need to update the policy to be consistent with recent changes to OMA. He stated that the Board may want to add processes and procedures relative to this Board policy. Dr. Riggle provided some examples. He suggested a more solid policy that is consistent with the new law and references training for new Board members. This policy will be considered for revision going forward.

Mr. Boron mentioned required training for new Board members and asked if Mr. Petrarca could provide the training.

Dr. Riggle stated that more research will be done relative to required Board member training to determine if this is possible and what needs to be done.

DISCUSSION/ACTION: PROCEDURE FOR RELEASE OF NON-TENURED TEACHERS

Dr. Caliendo reviewed procedures for release of non-tenured teachers. He stated that within a 45-day window before the last day of school, teachers must be notified of their release. Next week the Board will act on a number of certified employees.

Mr. Doughty asked if all of the teachers who are on the list will have been spoken to and know that they will be released.

Dr. Wegley stated that teachers were informed in January.

Mr. Martin stated that there are sixteen teachers up for tenure in the district. He asked how many are at GBN and GBS. He asked for clarification that next week the Board will find out who is granted tenure.

Dr. Wegley stated that there is one teacher at GBS who will not be granted tenure.

Mr. Pryma stated that there is one GBN teacher up for tenure who may be released.

Mr. Martin asked Dr. Caliendo to provide historical information regarding tenure next week.

Dr. Caliendo confirmed that he will do so.

Dr. Riggle stated that sometimes the Board has held a special meeting prior to the regular meeting to discuss teacher releases. He suggested having a special meeting just before the next regular meeting.

Mr. Doughty asked if the Board will have the list from Dr. Caliendo in advance of Monday evening as part of the Board packet.

Dr. Caliendo confirmed that the list would be provided in advance of Monday's meeting.

A special meeting will be scheduled next Monday starting at 6:30 p.m.

DISCUSSION/ACTION: TIMELINE FOR INSURANCE REVIEW

Dr. Riggle stated that work has been done in reviewing insurance. He provided a timeline and the rationale for the timeline in years of contract negotiations.

Dr. Riggle stated that one change in practice will be sharing recommendations with the Board before sharing them with the Cost Containment Committee.

Dr. Riggle stated that eight recommendations were discussed with the Board in January prior to collective bargaining discussions. These were presented to the union on January 31 and are now going to the Cost Containment Committee. There are six recommendations remaining. Conclusions will be reached on a new health plan based upon the substantial recommendations.

Dr. Riggle stated in April the administration will answer some basic questions from the Board relative to whether it is good for the district to remain in SSCMP and comparing the current third-party administrator with other third-party administrators outside of Blue Cross & Blue Shield as well as looking at stop loss coverage. This will be a larger than normal annual review that will come to the Board in April.

Mr. Boron asked how this impacts collective bargaining. He asked if there would be an opener for healthcare on an annual basis. Dr. Riggle stated that the work of the Cost Containment Committee may not be done until May. More needs to be known about what will be agreed to on healthcare before compensation is decided. He stated that the Cost Containment Committee meets every year.

Mr. Boron asked if the administration is anticipating that the collective bargaining agreement will be in place before the Cost Containment recommendations are agreed to.

Mr. Taub asked about the membership of the Cost Containment Committee.

Dr. Riggle described the committee structure.

Mr. Taub asked if the Cost Containment Committee was only called to ad-hoc meetings.

Dr. Caliendo stated that Mrs. Siena would call the meetings.

Dr. Riggle stated the he would not call the meetings required or ad-hoc.

Mr. Taub asked if the new three-year agreement will have required meetings in place or just when the assistant superintendent calls a meeting. He stated that he would prefer that the committee meet on an established schedule.

Dr. Riggle stated that this is the first time that all three unions have been represented in these discussions.

Dr. Caliendo stated that he would be surprised if the Cost Containment Committee was not interested in continuing to function in the same capacity.

The Board discussed the Cost Containment Committee process related to healthcare reform.

MISCELLANEOUS TOPICS

Mr. Taub stated that he would like to explore the topic of term limits for Board members.

Dr. Riggle stated that he will research this topic.

REVIEW AND SUMMARY OF BOARD MEETING

President Shein summarized the following:

Several items will be brought for approval on the consent agenda for the next meeting - FY13/14 Capital Outlay Requests, FY13/14 Construction Bids, Asbestos Abatement & GBS Site Utility Work and Activity Bus Leases.

The Board will further discuss student fees relative to materials and technology at a future meeting.

A special Board meeting will be held on May 6 in order to seat the new Board in compliance with election rules.

There will be a 6:30 p.m. special meeting next Monday, March 18.

Additional details relative to benefits will be provided in April.

AGENDA ITEMS FOR FUTURE BOARD MEETINGS

Mrs. Hanley asked to hear a report about the transition to Beck's bookstore.

Dr. Riggle stated that typically the administration has provided a report in August and can add a factor to report on the level of satisfaction with Beck's.

Mrs. Hanley mentioned the importance of parents being aware of whether or not a product key is required when purchasing a book because this can add to the total cost if a used book is purchased and then the parent must also pay for a product key. She asked if there is a way to note if a product key is required for a book on the book list mailed home to parents.

MOTION TO MOVE INTO CLOSED SESSION

Motion by Mr. Boron, seconded by Mr. Doughty to move into closed session at approximately 9:51 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 Meeting Act).

Upon calling of the roll:

aye: Boron, Doughty, Hanley, Martin, Regalbuto, Shein, Taub

Nay: none

Motion carried 7-0.

The Board returned to open session at 10:34 p.m.

ACTION REGARDING MATTERS DISCUSSED IN CLOSED SESSION

Motion by Mr. Boron, seconded by Mrs. Hanley to issue the Notice to Remedy in accordance with the administration's recommendation regarding employee 03-11-13-01.

Upon calling of the roll:

aye: Boron, Doughty, Hanley, Martin, Regalbuto, Shein, Taub

nay: none

Motion carried 7-0.

ADJOURNMENT

Motion by Mr. Boron, seconded by Mr. Martin to adjourn the meeting at approximately 10:35 p.m.

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

Motion carried 7-0.

* Boron, Doughty, Hanley, Martin, Regalbuto, Shein, Taub

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

Monday, March 18, 2013 7:00 p.m. Regular Board Meeting