

**MINUTES OF REGULAR MEETING,
BOARD OF EDUCATION, SCHOOL
DISTRICT #225, COOK COUNTY,
ILLINOIS, MARCH 19, 2012**

A regular meeting of the Board of Education, School District No. 225 was held on Monday, March 19, 2012, at approximately 7:03 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, Shein, Taub, Wolfson

Absent:

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

APPROVAL OF AGENDA FOR THIS MEETING

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

Upon calling of the roll:

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

nay: none

Motion carried 7-0.

STUDENTS AND STAFF WHO EXCEL

Ms. Geddeis introduced GBN State and International qualifiers from DECA. Ms. Ingersoll, GBN DECA sponsor, addressed the Board. She introduced Michael Rast, DECA co-sponsor.

Ms. Ingersoll stated that this year DECA has 90 members. This is the largest number of students that DECA has ever had. There was 50% growth in membership this year. The DECA Board worked hard on recruitment, especially with freshmen. Ms. Ingersoll described the number of students and grade levels that participated in the State competition. Many students competed in written events. Students won 4th place in a fashion merchandising competition. The majority of students participated in role-play events that were comparable to a business interview. Nine hundred students from across the state competed at the State competition.

Fifteen GBN students qualified for the international competition in Salt Lake City.

Students introduced themselves and explained their events and where they placed.

All senior DECA students plan to study business in college. Seniors indicated where they planned to go to school.

President Shein asked students how they value the DECA program.

Students stated that DECA expanded upon the knowledge base that they gained from classes in the business department. DECA is complimentary to the business classes. It provides experience that students can't get in the classroom. DECA is an excellent outlet to practice business skills.

Ms. Ingersoll stated that the organization strives to focus on leadership, volunteerism with non-for-profits, community service and conducts conferences for students.

Dr. Riggle thanked Ms. Ingersoll for her leadership and thanked Mr. Rast for his assistance.

Students introduced their parents.

RECOGNITION OF COMMUNITY VISITORS

None.

BOARD AND SUPERINTENDENT REPORTS

Dr. Riggle reported that he would be traveling to Springfield to receive training and he planned to meet with legislators.

Dr. Riggle reported that both boys' Special Olympics basketball teams received gold medals and the girls' team earned a bronze medal at the State competition.

Dr. Riggle mentioned a request that he received from Glenview/Northbrook Youth Services to record a one-minute segment with Board members and administrators congratulating Youth Services on forty years of providing services to the community. Dr. Riggle requested that Board members arrive at 6:30 for the April 9 meeting to record this segment.

Mr. Martin requested an update on the bomb scare at Glenbrook Hospital and asked about procedures.

Mr. Wegley explained that he received a call from the Glenview Police at 5 a.m. on Wednesday about an explosion in the parking garage at Glenbrook Hospital. Glenview Police advised that GBS close school for the day. Mr. Wegley explained the steps that he took with regard to communication with Glenview Police, Dr. Riggle & Ms. Geddeis, the Department of Homeland Security and the Glenview Fire Department. As a precaution, Glenbrook South was searched by a bomb squad. As it turned out, there was not an explosion, but a relatively large fire in the parking garage at Glenbrook Hospital. The bomb squad could not arrive at GBS before 10:00 a.m., so the administration followed the advice of the Glenview Police to close for the day.

Mr. Martin asked Mr. Wegley if he would have done something different in reflecting on the incident.

Mr. Wegley stated that given the direction by the Glenview Police, the decision to close school was the correct decision.

Dr. Riggle explained that if only one school in the district is closed this is not counted against the district. The district has 178 student attendance days and only 176 are required by the state. It was determined that GBN could continue to function. GBS students do not need to make-up the day. GBS staff is expected to work on Monday, April 2 in order to make-up the day. GBN teachers worked on the day of the incident, so they do not need to attend on April 2. GBS teachers will return for a professional development day on April 2. Support staff will also participate in professional development on that day.

Mr. Shein asked Mr. Pryma how the *Spartans Connect* day went.

Mr. Pryma stated that this was a great day. There were 130 different sessions. There was a great deal of local press coverage.

Ms. Geddeis stated that a number of photos are posted on the school Facebook page.

MOTION TO APPROVE CONSENT AGENDA

Motion by Mr. Boron, seconded by Mr. Wolfson to approve the following items on the consent agenda

- 1.) a. no certificated staff appointments
- b. no educational support appointments

- 2.) a. the resignations/termination of the following certificated staff:

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>
-------------	-----------------	------------------	---------------

Jennifer Jasensky	Teacher, Math	06.08.12	GBS
----------------------	---------------	----------	-----

b. no educational support resignations/terminations

3). No FOIA requests

4). the issuance of Vendor Checks Nos. 51886 through 52129 in the amount of \$1,009,250.52 as listed on the attached checks register dated March 13, 2012.

5.) No Payroll

6.) No Imprest

7.) the Minutes from the March 6, 2012 Technology Committee Meeting and the Open and Closed Session Minutes from the March 12, 2012 Regular Board Meeting.

8.) Life Safety & Infrastructure and Small Building Project Bids as contained in consent agenda item #6.8

9.) Award of Roofing & Masonry Bids as contained in consent agenda item #6.9

10.) Award of Paving, Concrete & Fencing Bids as contained in consent agenda item #6.10

11.) 2012/2013 Capital Outlay Requests as contained in consent agenda item #6.11

12.) Board Policy & Procedure 8230: Food Service and School Aid for Children of Low Income Families as contained in consent agenda item #6.12

13.) Non-Tenured Certified Staff a.) Release and b.) Rehire as contained in consent agenda item #6.13

14.) GBS Model UN Trip as contained in consent agenda item #6.14

15.) Audit Firm as contained in consent agenda item #6.15

16.) Authorization to Release 2012/2013 Purchase Orders as contained in consent agenda item #6.16

Upon calling of the roll:

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

nay: none

Motion carried 7-0.

DISCUSSION/ACTION: PROCEDURES FOR RELEASE OF EDUCATIONAL SUPPORT STAFF

Dr. Caliendo stated that this item is in preparation for action that will come on April 9. Timelines are consistent with School Code.

(See Agenda Item #7)

DISCUSSION/ACTION: EDUCATIONAL SUPPORT PERSONNEL STAFFING

Dr. Caliendo stated that he is working with Mrs. Siena and the Associate Principals for Operations regarding staff reductions and efficiencies in the way that non-certified staff is assigned. He referenced the document showing final numbers that work within the FY13 budget. GBN has a total reduction of 2.5 FTE. GBS has a reduction of 3.1 FTE for non-certified staff.

Mr. Martin asked about paraprofessional reductions of 1.5 FTE. He stated that this is a number, but may not be a person.

Mr. Wegley stated that GBS is not ready to finalize what the reduction will look like. The reduction represents current staffing. With retirements there will be some changes.

Mr. Martin stated that there are three areas of reduction. The paraprofessional reduction does not change anything. He asked what is changing.

Mr. Wegley stated that GBS had a retirement and transferred one clerical person which was a reduction in people.

Mr. Martin asked how this is hurting the organization.

Mr. Pryma stated that clerical work does not go away, so it has to be picked up by existing staff.

Mr. Wegley stated that there will be some adjustments to changes. Other efficiencies will be shared later. Teachers and administrators are picking up additional work. Each reduction has a cost.

Mr. Martin commented that the reduction in paraprofessionals was not at the cost of shifting work to others.

Mr. Wegley stated that he has looked at the most efficient way of covering the building and is comfortable with this reduction. If

6
3/19/12

there is an absence, now we are calling in a sub or not covering a station or shifting somebody to another location.

Dr. Caliendo stated that at GBN there will be fewer lunch supervisors. The existing lunch supervisors will cover more areas. They will be spread thinner.

Principal Wegley stated that the deans are in the cafeteria during lunch now.

President Shein asked if every time there is a reduction in FTE if there is a reduction in salary. He asked if there are dollars tied to the FTE reductions.

Mrs. Siena stated that the plan calls for reductions upon attrition. With regard to the paraprofessional question, not many take lunch during the lunch time, but now none can take lunch during the lunch time.

Mr. Wegley stated that GBS did not spend the full allocation because reductions were coming.

Dr. Regalbuto asked if technology is now relied upon a little bit more to help with supervision.

Mr. Pryma stated that the presence of cameras, although passive, has helped. Word spread about the cameras. People are placed strategically.

Dr. Riggle stated that faculty cannot be assigned to supervisory positions.

Mr. Pryma stated that there may be times when a teacher may have to address student behavior outside of the classroom.

Mr. Boron stated that there is a State requirement for a break every four hours.

Mr. Shein stated that this item will come back on consent. He appreciates that the administration is reducing people and can do so slowly over time. It is good that we have the time to ease into the reductions.

Mrs. Siena stated that she worked hard with the buildings to come up with the strong recommendations on staffing reductions.

(See Agenda Item #8)

**DISCUSSION/ACTION: AWARD OF GBS ARTIFICIAL TURF FIELD &
TRACK BIDS AND AWARD OF ALTERNATE 1: GBN FIELD SURFACE**

Dr. Ptak referenced the small building contributions shift for turf fields. The timeline was incorrect.

Dr. Ptak reviewed the bids that were discussed at the last Board meeting.

Dr. Ptak recommended that the Board approve all of the base bids for turf. Dr. Ptak recommended that the Board approve the alternate bid for artificial turf surface at GBN.

Dr. Ptak stated that she had researched the cost of the signage for adding the sponsors to the scoreboards. This would be a one-time expense of \$3,800 per score board. Each of the panels would cost \$260. This cost will be included as part of the contributions from sponsors.

Mr. Wolfson stated that often business would absorb the \$260.

Mr. Martin asked if anything has changed in the past week with regard to raising funds from boosters, community members or advertisers.

Mr. Wegley stated that nothing has changed since last week. The GBS boosters have been sending weekly e-mails regarding *Titans for Turf*. The GBS boosters are very confident that they will raise the \$250k.

Mr. Pryma stated that there is a new lead every day with a new company for advertising.

(See Agenda Item #9)

**MOTION TO AWARD GBS ARTIFICIAL TURF FIELD & TRACK BID
AND AWARD OF ALTERNATE 1: GBN FIELD SURFACE**

Motion by Dr. Regalbuto, seconded by Mr. Wolfson to approve the GBS artificial turf field & track bids and award of alternate 1: GBN field surface.

Mr. Martin stated that this is an imperfect proposal and he would have changed the timing.

Upon calling of the roll:

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

nay: none

Motion carried 7-0.

DISCUSSION/ACTION: BUILDING BUDGETS 2013

Dr. Riggle stated that no action is needed tonight regarding the FY13 building budgets.

Mrs. Siena presented the formula-driven budgets for 2013. She provided the methodology for budget allocation. Budgets are based upon C.P.I and enrollment. She reviewed historical data from 04-05. Pre-referendum there was a 9% reduction in building budgets that was not reinstated. The district ended the driver education car lease and purchased cars, which saved money. In 2010-11 there was a permanent \$100k reduction in building budgets. For the FY13 budget, GBN chose to permanently reduce their budget by \$45k. GBS chose to reduce in FTE.

Mr. Boron asked if the C.P.I. increase was 2.7%.

Mrs. Siena confirmed that this was the case.

Mr. Wolfson stated that the budget has gone down and enrollment has gone up. Enrollment currently at GBN is similar to 9 years ago. GBS is up by 200 students from 2003-04. Mr. Wolfson stated that the administration has done a great job of budget reduction.

Mr. Shein asked, with regard to turf and reductions in the building budgets, how this would be reflected for the 2013-14 budgets. He asked how the Board would see if these numbers are going up and down.

Mrs. Siena explained.

Mr. Shein asked how the numbers are distributed among categories such as substitutes.

Mrs. Siena stated that the buildings are responsible for substitute teachers and field trips. Budgets also include capital outlay expenses.

Dr. Riggle stated that there is a trend over time of an equitable distribution of funds by department. This is based upon the number of teachers in the department. It also depends upon the student needs in a department. The building budgets have some dynamic character, but have some common elements, as well.

Mr. Wegley stated that science has a larger budget for supplies.

Mr. Shein asked if the building budgets cover curricular needs.

Mr. Wegley stated that the budget aligns to the curriculum reports.

Dr. Riggle explained that the budget timeframe starts when we know the projected enrollment for next year.

Mr. Shein asked if in the past the building budget number was much bigger.

Dr. Riggle confirmed that in 2002 there was an issue with a building covering too much on capital projects out of the building budget. As a result, building budgets were reduced.

Mrs. Siena stated that the building budgets will be on consent at the next meeting.

(See Agenda Item #10)

DISCUSSION/ACTION: TECHNOLOGY PROJECTS & BUDGET 2013

Dr. Riggle introduced the technology budget for 2013. The volatility of the technology budget in terms of equipment needed to be stabilized. This year, the administration developed a long-range plan for the replacement/refresh of technology equipment.

Dr. Riggle referenced page 3 of the technology budget. One portion of the budget is a contingency if there is a need for a new student information system. The district entered into a new student information system two years ago. As the system was launched on July 1, 2010 there were immediate problems in day-to-day functions. Just before the system was launched, the company was sold. We have had some success over the past couple of months in improving the functionality of the system.

Dr. Riggle stated that there is \$200k in contingency if we have to move to another student information system. The largest problem has been the unstable nature of the teacher system. A data management system does integrate with the product. This was one of the items that had to be addressed. The special education module integration is underway. We have to have a student information system to go to. We don't know what could happen to this company, so we need to be ready to make a move. We are looking at other systems. Next year we will still be with School Logic.

Dr. Riggle stated that if a new student information system is not needed, the \$200k contingency could disappear. When the Board reviews the final budget in the summer we will know if the \$200k is needed.

Dr. Riggle stated that at the April 9 Board meeting the administration will share the disaster recovery plan.

Dr. Riggle referenced the historical trend on technology spending. With this plan the cost of equipment for the district is being spread over the next five years. This provides a predictable number going forward.

Mr. Taub stated that Macs seem to be better in terms of life.

Mr. Thimm, Director of Technology, stated that the district now has in-house repair. iMacs cost more money upfront, but the device is very durable. We have had some trouble running windows on Macs. Sometimes one platform is better than the other for some instructional needs.

Dr. Riggle stated that he is advocating for a lease buy-out where computers could be used for another year. Student machines can go with a four-year. The iMacs can go five years because of the durability.

Mr. Thimm stated that Apple Care was dropped because district technicians can support this environment. Mobile devices have more repairs. There is a need to look at the lifecycle for each of the platforms.

Dr. Riggle stated that there is one item that is not in this budget. Mrs. Siena has carried a line-item for a new financial system in her budget.

Dr. Riggle stated that there has been a review of what will be included in classrooms. Internet-ready flat panel TVs can take the place of more expensive Smart Board. This also saves in cost on projectors and bulbs. However, there is some good work happening for certain teachers using Smart Boards.

Mr. Boron stated that at one point there was a concern about a large technology staff. We seem to have the same staff over a five-year period. He asked if the number of technology staff should be reduced.

Dr. Riggle stated that the administration has not done a recent study on technology staff. If reductions occur we would like them to be through attrition. There are no retirements coming up.

Dr. Regalbuto commented that the use of consultants has gone down significantly.

Dr. Riggle stated that this is true. There is more repair and diagnostic work being done in-house. Technicians are gaining more expertise. There has also been good collaboration with District 214.

Mr. Thimm explained the change to a virtualized environment that provides flexibility with the same amount of staff. The district is leveraging skills in automation.

Dr. Riggle stated that this year Voice Over IP saved over \$50k because we are not going through a 3rd party to change phone extensions.

Mr. Hammer commented about the savings on Apple Care.

Mr. Thimm stated that the technology staff is going through training to becoming more effective. Where it would not be cost-effective, the administration will still bring in experts on occasion. Some year-end processes have been automated.

Dr. Riggle stated that the FY13 technology operating budget shows a significant reduction from previous years. The district is at a commendable number compared to other public and private sector companies. There will be a disaster recovery presentation on April 9. On April 23 there will be an educational presentation and information will be provided regarding the electronic textbook market.

Mr. Taub asked about the biggest challenge in technology.

Mr. Thimm stated that upgrading the SAN storage and eliminating things that disrupt the educational process will be the biggest challenges. Disaster recovery is taking the district to another level of protection against failures.

Mr. Wegley stated that he may have to look at using some computer labs for classrooms because of increasing enrollment.

Dr. Riggle stated sometimes devices take a great deal of bandwidth.

Mr. Taub stated that some feeder districts have devices for students. He asked if the system can handle this.

Mr. Thimm stated that the system needs to be scaled as we go. Many students are using iPhones in school and the system is keeping up in carrying the load.

(See Agenda Item #11)

**DISCUSSION/ACTION: BOARD POLICY & PROCEDURES 2030: MEETINGS
OF THE BOARD OF EDUCATION**

Dr. Riggle stated that changes to Policy and Procedures 2030 attempts to document how the Board interacts with the public. Dr. Riggle reviewed the additional sentence that was added.

(See Agenda Item #12)

**MOTION TO APPROVE BOARD POLICY & PROCEDURES 2030: MEETINGS
OF THE BOARD OF EDUCATION**

Motion by Mr. Hammer, seconded by Mr. Wolfson to approve Board Policy and Procedures 2030.

Upon calling of the roll:

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

nay: none

Motion carried 7-0.

FUTURE MEETING DATES

Mr. Shein stated that the next Board meeting is on April 9.

MOTION TO MOVE INTO CLOSED SESSION

Motion by Mr. Wolfson, seconded by Mr. Boron to move into closed session at approximately 8:37 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; the setting of a price for sale or lease of property owned by the public body; 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), (6), (9), and (11) of the Open Meeting 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 9:15 p.m.

ACTION REGARDING MATTERS DISCUSSED IN CLOSED SESSION

Motion by Mr. Boron, seconded by Mr. Wolfson to accept the recommendation of the MDRC with regard to student 03-19-12-01 as modified in Board discussion.

Upon calling of the roll:

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

nay: none

Motion carried 7-0.

ADJOURNMENT

Motion by Mr. Wolfson, seconded by Dr. Regalbuto to adjourn the meeting at approximately 9:15 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:

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

Monday, April 9, 2012 7:00 p.m. Regular Board Meeting
Monday, April 23, 2012 7:00 p.m. Regular Board Meeting

14
3/19/12