

**MINUTES OF REGULAR MEETING,  
BOARD OF EDUCATION, SCHOOL  
DISTRICT #225, COOK COUNTY,  
ILLINOIS, June 13, 2011**

A regular meeting of the Board of Education, School District No. 225 was held on Monday, June 13, 2011, at approximately 7:04 p.m. at Glenbrook South High School Student Center, 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, Regalbuto, Shein, Taub

Absent: Martin (arrived 7:05 p.m.), Wolfson (arrived 7:14 p.m.)

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

**APPROVAL OF AGENDA FOR THIS MEETING**

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

Upon calling of the roll:

aye: Boron, Hammer, Regalbuto, Shein, Taub

nay: none

Motion carried 5-0.

**STUDENTS AND STAFF WHO EXCEL**

None.

**RECOGNITION OF COMMUNITY VISITORS**

None.

**BOARD AND SUPERINTENDENT REPORTS**

Dr. Riggle reported on a tremendous end of the school year for Mr. Pryma, Mr. Wegley and Mr. Santa. All year-end celebrations went well.

Dr. Riggle mentioned two awards that were received by the business office: The Government Finance Association Certificate of Achievement for Excellence in Financial Reporting and the

Certificate of Excellence in Financial Reporting from the Association of School Business Officials. These awards reflect the highest standards of financial reporting. The business office earned these awards for the second and third consecutive years, respectively. Mrs. Siena acknowledged the business staff, Ms. Bezanes and Dr. Ptak for their hard work.

Mr. Hammer reported on the NSSED foundation scholarship winners. Both special education students and peer mentor students were recipients of these scholarships.

Mr. Taub reported that he enjoyed the GBN graduation. He was impressed with the program and it was well run, as usual.

Dr. Regalbuto reported on the GBS graduation.

Dr. Riggle reported that the GBS graduation was streamed live for the first time.

Dr. Riggle reported on the internet streaming of the GBN baseball playoff game in Rockford.

Mr. Boron reported on the GBN playoff baseball game hosted at GBS. Many GBN staff were in attendance to support the students.

**MOTION TO APPROVE CONSENT AGENDA**

Mr. Boron questioned whether the resolution on the consent agenda is consistent with policy. Mrs. Siena explained that the policy wording needs to be updated. She will bring the policy in question to the next policy committee meeting to tweak definitions.

Mr. Shein asked when the next Policy Committee Meeting would take place.

Dr. Riggle stated that it would occur in July.

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

- 1.) a. the appointment of the following certified staff as recommended by the assistant superintendent for human resources

**APPOINTMENTS**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>EFFECTIVE</u></b>	<b><u>SCHOOL</u></b>	<b><u>SALARY</u></b>
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Chapman, Amanda	Science	08.22.11	GBS	MA, Step 3/ 183 days 1.0 FTE
Kim, Annie	English	08.22.11	GBS	BA, Step 1/ 183 days .2 FTE

- 1.) b. the appointment of the following educational support staff contained in the assistant superintendent for human resources memorandum

**APPOINTMENTS**

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>
Clavey, Meaghan (Repl. J. Fournier)	Instructional Assistant	08.22.11	GBN
Zimmerman, Jennifer (new position)	PR Assistant	07.01.11	ADM

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

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>
Andriola, Vito	Teacher, DE/PE	06.13.11	<u>GBS</u>
Crittenden, Philip	Teacher, SpEd Transition	06.13.11	<u>GBS</u>

- b. 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.) the issuance of Vendor Checks Nos. 47960 through 48277 in the amount of \$556,381.50 as listed on the attached checks register dated May 24, 2011.

the issuance of Vendor Checks Nos. 48278 through 48485 in the amount of \$1,700,904.06 as listed on the attached checks register dated June 7, 2011.

5.) the reimbursement of the Revolving Fund for Employees for the month of May in the amount of \$55,331.83 represented by

checks No. 7096 through 7154, 7171 through 7200, 7223 through 7265, and 7284 through 7309.

the reimbursement of the Revolving Fund for Vendors for the month of May in the amount of \$105,331.83 represented by checks No. 7155 through 7170, 7201 through 7222, 7266 through 7283, and 7310 through 7334. Checks issued in May voided in May: N/A. Check issued in previous months, voided in May: No. 5733, 6047, 6837, 7013, 7068, 7095.

6.) 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 62837 through 63127 totaling \$146,184.75. Vendor Payroll check numbers 63034 through 63038 and 63128 through 63131 totaled \$6391.37. With employees' Federal, State, and FICA/Medicare withholding taxes of \$984,843.63 TRS contributions of \$406,976.02 other deductions of \$385,471.16 and direct deposit of \$3,369,022.20 the gross payroll for the month of May was \$5,292,497.76. TRS employer contribution was \$54,109.44 and employer matching FICA and MED was \$145,306.20.

7.) the Open and Closed Session Minutes from the May 16<sup>th</sup> Regular Board Meeting.

8.) the Quest Renewal Contract as contained in consent agenda item # 6.8.

9.) A Resolution Designating Interest Earnings for Fiscal Year 2011-2012 as contained in consent agenda item # 6.9.

10.) The Prevailing Wage Resolution as contained in consent agenda item # 6.10.

11.) The Resolution Establishing Fund Balance Policies as Required by GASB 54 as contained in consent agenda item # 6.11.

12.) Administrative Salaries as contained in consent agenda item # 6.12.

13.) The FCCLA National Competition as contained in consent agenda item # 6.13.

14.) Academic Attainment as contained in consent agenda item # 6.14.

15.) Certified Staff Rehire Request as contained in consent agenda item # 6.15.

16.) The GBS Yearbook Trip as contained in consent agenda item # 6.16.

17.) Gifts as contained in consent agenda item # 6.17.

18.) Certified Special Leave Request as contained in consent agenda item # 6.18.

Upon calling of the roll:

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

nay: none

Motion carried 7-0.

**DISCUSSION/ACTION: SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES AND VERBATIM RECORDINGS**

Dr. Williamson reviewed the parameters governing the annual review of verbatim recordings and minutes from closed session. She recommended that the Board approve keeping all of the listed closed session minutes and verbatim recordings confidential. Dr. Williamson recommended that the Board approve the destruction of verbatim recordings once the required conditions are met with the exception of those listed in the memo.

Mr. Boron asked if a list of verbatim recordings that are not to be destroyed is maintained.

Dr. Williamson stated that such a list is maintained.

(See Agenda Item #7)

**MOTION TO APPROVE THE RECOMMENDATION REGARDING THE SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES AND VERBATIM RECORDINGS**

Motion by Mr. Boron, seconded by Mr. Hammer to approve keeping the verbatim recordings and closed session minutes confidential and to approve the destruction of closed session recordings as recommended.

Upon calling of the roll:

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

nay: none

Motion carried 7-0.

**DISCUSSION/ACTION: BOARD POLICIES/PROCEDURES**  
**6070 POLICY & PRO - EDUCATIONAL SUPPORT PERSONNEL TUITION**  
**REIMBURSEMENT PROGRAM**  
**6460 POLICY & PRO - IDENTITY PROTECTION**  
**9070 POLICY - SOCIAL MEDIA**

Dr. Riggle explained the rationale for Policy 6070 in supporting non-certified staff in earning college credit. He referenced a change in policy language in terms of the new title of the Assistant Superintendent for Human Resources. Dr. Riggle reviewed the adding of a reference to the Procedures for 6070 and in point #4 added language that the Assistant Superintendent for Human Resources has the authority to approve or deny the request.

Dr. Regalbuto asked about the criteria for approval of the college credit.

Dr. Caliendo stated that it is the same criteria for approval as for teachers. The same guidelines as those for teachers are applied.

This policy will be on consent for July 11.

Policy 6460 is a new policy. This policy brings the District into compliance with Illinois Code under the Illinois Identity Protection Act. This act protects employees' social security numbers.

Dr. Riggle researched implications with regard to protection of student social security numbers. The only reason that the schools keep these numbers is for student convenience. There is no purpose for collecting social security numbers from students. Dr. Riggle recommended that the District no longer keep student social security numbers going forward. Dr. Riggle stated that the convenience of having the number outweighs the risk of maintaining these numbers for students.

Dr. Regalbuto asked if student social security numbers are needed for any medical information if the student goes to the hospital. She asked how the District establishes who has custody over the student. She suggested that student social security numbers may be needed for this purpose.

President Shein stated that he did not believe that the District should take on the responsibility of securing students' social security numbers if there is no reason to maintain them.

Dr. Riggle stated that this policy was created for those who work in the business office and human resources.

Dr. Riggle indicated that students are covered by the Illinois Student Records Act and FERPA.

Policy 6460 will be on consent for July 11.

Dr. Regalbuto asked about other information relative to staff such as mother's maiden name.

Mrs. Siena stated that the District does not maintain any credit card information on employees.

Dr. Riggle stated that there is a separate policy regarding staff addresses and directory information.

Dr. Riggle stated that Policy 9070 will cover the District as it begins using social media sites to convey a presence. The District is developing social media guidelines for those working in the school. Guidelines will be given to staff. This was a weakness in our World Wide Web Policy.

Dr. Riggle gave credit to Ms. Geddeis, Mr. Bretag and Mr. Jakes who worked to develop this policy. The District's attorneys have reviewed this policy, as well.

Mr. Hammer asked if guidelines should be finalized before the Board approves this policy.

Dr. Riggle stated that this is a general policy, but the guidelines may need to change more frequently.

Mr. Boron stated in terms of guidelines there were a series of questions to evaluate the use of social media. Considerations were based upon these questions that lead to conclusions about the use of social media.

Dr. Riggle stated that he will bring the guidelines to the Board very soon for feedback. The guidelines don't need to be voted on.

(See Agenda Item #8)

### **MISCELLANEOUS TOPICS**

Dr. Riggle requested available dates from Board members in June with regard to establishing a Technology Committee meeting. Dr. Riggle will follow-up with an e-mail. Dr. Regalbuto stated that she can only meet on June 24.

Mrs. Siena stated that she sent an e-mail regarding a Finance Committee meeting scheduled for July 19 and asked respective Board members to check this date, as well.

**AGENDA ITEMS FOR FUTURE BOARD MEETINGS**

Mr. Taub stated that he would like the Board to reaffirm what the community wants with regard to maintaining a history of excellence so that the administration can move forward in making decisions. He indicated that he would like the Board to determine if the standard that has been used has served us well.

President Shein asked when the District will be faced with the next round of hiring.

Dr. Caliendo and Mr. Wegley stated that the last hires for GBS will come on July 11. GBN has completed the hiring process.

Mr. Shein stated that the conversation suggested by Mr. Taub would be for the future, not for the July hires.

Dr. Riggle stated that the administration should have an idea of the positions to hire by December and can provide the Board with this information regarding prospective hires.

Mr. Shein stated that the Board should have this discussion before winter break or immediately after. This will take a couple of meetings.

Dr. Riggle asked the Board if they would want community involvement again as in 2005.

Mr. Taub stated that he did not intend for the same type of community-wide involvement as in 2005.

Dr. Riggle referenced the 2005 material generated with community involvement that spoke to persevering intergenerational equity. He stated that we have to understand the staffing level that we provide and then we have to consider the formula.

Mr. Taub stated that he would like to affirm that intergenerational equity is what the Board wants to accomplish.

Mr. Martin asked about a schedule for the summer to continue the discussion from the Board retreat.

Dr. Riggle stated that he needs to get available dates from Board members now that Senate Bill 7 has been signed.

Mr. Martin asked Dr. Riggle when he anticipated scheduling time to continue this discussion.



Dr. Riggle stated that he intended to schedule meetings over the summer.

Mr. Shein asked if the District needed to open the teachers' contract as a result of Senate Bill 7.

Dr. Riggle stated that this would not be necessary. This would only be done if the district had to assume a large financial burden. The District has to be compliant with what the law will quickly become as a result of Senate Bill 7.

Dr. Riggle stated that the District is trying to conduct interest-based bargaining with GESSA and GESPA and is in the process of getting prepared for negotiations.

Dr. Caliendo stated that both GESSA and GESPA are interested in interest-based bargaining. He explained the role of a facilitator in this process.

**MOTION TO MOVE INTO CLOSED SESSION**

Motion by Dr. Regalbuto, seconded by Mr. Hammer to move into closed session at approximately 8:01 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), (5), (6), (9), (10) 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 8:49 p.m.

**ACTION REGARDING MATTERS DISCUSSED IN CLOSED SESSION**

Motion by Mr. Boron, seconded by Mr. Wolfson to continue the suspension of student 06-13-11-01 through August 22, 2011.

Upon calling of the roll:

10  
6/13/11

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

nay: none

Motion carried 7-0.

Motion by Mr. Boron, seconded by Mr. Wolfson to affirm the recommendation of the administration with regard to employee #06-13-11-01.

Upon calling of the roll:

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

nay: none

Motion carried 7-0.

Motion by Mr. Boron, seconded by Mr. Wolfson to terminate employee #06-13-11-02.

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 8:49 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:

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PRESIDENT - BOARD OF EDUCATION

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SECRETARY - BOARD OF EDUCATION

**UPCOMING BOARD MEETINGS:**

Upcoming meetings will be held at  
Glenbrook South High School  
Student Center  
4000 West Lake Avenue  
Glenview, IL 60026

Monday, July 11, 2011	7:00 p.m. Regular Board Meeting
Tuesday, July 19, 2011	7:30 a.m. Finance Committee Meeting (GBS Room 128)
Monday, July 25, 2011	7:00 p.m. Regular Board Meeting