

**MINUTES OF REGULAR MEETING,  
BOARD OF EDUCATION, SCHOOL  
DISTRICT #225, COOK COUNTY,  
ILLINOIS, September 21, 2009**

A regular meeting of the Board of Education, School District No. 225 was held on Monday, September 21, 2009, at approximately 7:35 p.m. at the Glenbrook High Schools Administration Building, 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, Shein, Taub, Wolfson

Absent: Regalbuto

Also present: Frandson, Freeman, Freund, Muir, Pryma, Riggle, Siena, Wegley, Williamson

**APPROVAL OF AGENDA FOR THIS MEETING**

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

Upon calling of the roll:

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

nay: None

Motion carried. 6-0

**INTRODUCTION OF STUDENTS AND STAFF WHO EXCEL**

Mrs. Freeman stated that this evening's recognition is for an individual from the business office. The district recently received the Certificate of Excellence in Financial Reporting conferred by the Association of School Business Officials. Mrs. Hillarie Siena, Assistant Superintendent for Business Affairs, applied for the award on behalf of the district. Mrs. Siena stated that receiving this award enhances the district's ability to maintain its superior AAA bond rating. In applying for this

award Mrs. Siena had to complete a Comprehensive Annual Financial Report (CAFR) for the fiscal year ending June 30, 2008. This report includes demographic data about the district as well as a fifty-year history of district highlights. Hundreds of districts across the country apply for this recognition with only a small percentage earning this prestigious award.

#### **RECOGNITION OF COMMUNITY VISITORS**

None

#### **BOARD AND SUPERINTENDENT REPORTS**

Superintendent Riggle stated that each school had a very good opening and recent parent nights at both schools were well attended events. Staff went above and beyond making parents feel welcome. Teachers consistently emphasized keeping lines of communication open and provided parents with details on how to contact them.

Dr. Riggle reminded the Board that there will be a Communications Committee meeting on Wednesday, September 23 at 7:00 a.m. at the district office and a Facilities Committee meeting on Tuesday, September 29 at 7:30 a.m. at the same location.

Mr. Boron mentioned that he attended parent night at GBN and commented that it was nice to see how teachers approach teaching in different ways. He also reported on his recent attendance at the GBN Loyalty Day Assembly, stating that many parents were in attendance at the assembly and it provided an enjoyable time for the students before the football game.

Mr. Hammer reminded the Board that NSED will host a program on October 21<sup>st</sup> from 8:00-12:00 for Board members, which consists of a tour of NSED instructional programs. This includes Early Childhood, North Shore Academy, and Educational and Life Skills.

Dr. Riggle reminded the Board that on October 18 from 1:00-4:00 there will be a ribbon cutting ceremony and open gym and swim at GBS celebrating the completion of construction projects. Mr. Wegley mentioned that guided tours would be conducted during this participatory open house.

Mr. Shein reported that he had stopped by Evening High School last week. 55 students are enrolled. He was pleased to see security personnel assisting with Evening School when he entered the building.

**MOTION TO APPROVE CONSENT AGENDA**

Motion by Mr. Wolfson, seconded by Mr. Boron to approve items 6.1-6.11 on the consent agenda.

- 1.) the appointment of the following educational support staff contained in the assistant superintendent for human resources memorandum dated September 16, 2009.

**APPOINTMENTS**

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>
Eike, Carrie (Repl. B. Arena)	Instructional Assistant	08.31.09	GBN
Transfers			
Panzer, Jodie (Repl. Y. Quian)	Clerical to IA/Lab Manager		

- 2.) the resignation of the following educational support staff contained in the assistant superintendent for human resources memorandum dated September 16, 2009.

Personnel - Resignations

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>
VO, Kim	Instructional Assistant	06.11.09	GBN

- 3.) no FOIA
- 4.) the issuance of Vendor Checks Nos. 38750 through 39058 in the amount of \$2,328,513.37 as listed on the attached checks register dated September 1 and 9, 2009 and ACH

transactions in the amount of \$120,767.83 for a total approved amount of \$2,449,281.20.

- 5.) the reimbursement of the Revolving Fund for Employees the month of August in the amount of \$15,204.04 represented by checks No. 1567 through 1636 & 1674 through 1706. the reimbursement of the Revolving Fund for Vendors for the month of August in the amount of \$104,590.88 represented by checks No. 1506 through 1566, 1637 through 1673 and 1707 through 1738. Checks issued in August voided in August: 1647, 1650. Check issued in previous months, voided in August: 865,1263,1265,1307,1317.
- 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 56930 through 57008, 57015 through 57074. Total checks issued were \$127,742.75. Vendor Payroll check numbers 57009 through 56014, and 57075 thru 57081 totaled \$10,069.60. With employees' Federal, State, and FICA/Medicare withholding taxes of \$260,672.09 TRS contributions of \$65,539.09 other deductions of \$98,300.36 and direct deposit of \$882,150.44, the gross payroll for the month of June was \$1,434,308.98. TRS employer contribution was \$14,999.01 and employer matching FICA and MED was \$68,861.89.
- 7.) the Open and Closed Session Minutes from the August 31<sup>st</sup> Regular Board Meeting.
- 8.) the salary adjustments for academic attainment as indicated in attached consent agenda item #6.8
- 9.) the GBN Theatre Arts Parents Organization as indicated in attached consent agenda item #6.9
- 10.) the Differential Responsibilities (Student Activities) as indicated in attached consent agenda item #6.10
- 11.) the Annual Application for State Recognition as indicated in attached consent agenda item #6.11

Upon calling of the roll:

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

nay: none

Motion carried. 6-0

**DISCUSSION/ACTION: ADOPTION OF BUDGET 2009-2010**

Dr. Riggle introduced Mrs. Siena, Assistant Superintendent for Business Affairs, to present the official budget. She briefly reviewed variances between the FY09 and FY10 budget as well as changes from tentative to final budget for all funds in the FY2009/10 budget. Mr. Martin requested historical data showing the percent variance in the various funds from the tentative budget to the final budget. Mrs. Siena answered questions regarding changes in the tentative budget compared to the final 2009/2010 budget. Overall, the final budget reflects a \$127,000 net decrease in fund balance over all funds.

**MOTION TO ADOPT THE 2009-2010 BUDGET**

Motion by Mr. Boron, seconded by Mr. Taub to approve the 2009-2010 budget.

Upon calling of the roll:

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

nay: None

Motion carried. 6-0

**DISCUSSION/ACTION: DASHBOARD REPORTS - STUDENT ACHIEVEMENT**

Dr. Williamson, and Associate Principals Ms. Frandson and Mr. Muir presented student achievement data. It was noted that the class of 2009 at each school scored the highest composite ACT score in school history. Test data presented included ACT, Prairie State Achievement Exam (PSAE), and AP assessment results. A review of No Child Left Behind (NCLB) and each school's status relative to making Adequate Yearly Progress (AYP) under NCLB was shared. Interventions established at each school and the district designed to provide academic support for students performing below their peers were presented. It was noted that staffing for programs such as the Titan Learning Center at GBS and the Academic Resource Center at GBN were realized as a result of the referendum. The Board requested comparable student achievement information from surrounding districts. It was noted that African American, Hispanic and

special needs' student achievement should continue to be monitored and supported through building-level interventions.

**DISCUSSION/ACTION: H1N1 UPDATE**

Dr. Riggle introduced Assistant Principals Dr. Pat Carlson and Mr. Mark O'Brien who provided an update on school-based efforts relative to H1N1. Dr. Carlson stated that the nurses at each school are in contact with each other on a daily basis. Each school is taking similar steps to reduce the potential spread of H1N1 and other viruses. The GBN faculty was updated regarding blood borne pathogens and measures that reduce the spread of infection at a recent faculty meeting. Students with flu-like symptoms and fevers will be sent home and remain at home until they are fever free for 24 hours. Frequent hand washing is encouraged and there are Purell dispensers placed at strategic locations throughout the buildings. Nurses' offices are washed down nightly. Posters have been placed in the hallways reminding students of how to prevent the spread of germs. Each school is monitoring the number of students sent home and insuring that emergency contact numbers for parents are on file. The training room and weight room is sanitized on a daily basis. Students are being reminded not to share water bottles. Teachers are being more lenient about students making up work for absences. Mr. O'Brien mentioned that high stakes testing companies have been contacted regarding provisions for ill students. He also stated that the schools are looking into cross-training some individuals given potential staff absences. Dr. Riggle mentioned that last Friday the Cook County Department of Health suggested voluntary vaccinations for children in grades pre-K through 8. These children are more likely to be affected. Ages 5-24 have been the hardest hit across the country. Dr. Riggle stated that a determination would need to be made relative to keeping school open if too many teachers become ill. Mr. Hammer mentioned that students do not need to see a doctor before returning to school once they are fever free for 24 hours.

**DISCUSSION/ACTION: ADMINISTRATIVE SALARIES**

Due to a change in Illinois State Code as of August 13, 2009, administrative salaries must be posted on all public school district websites. Dr. Riggle stated that the spirit of the law is to provide transparency as far as what is being paid relative to administrative contracts. Dr. Riggle indicated that no Board action is needed on this item, but it is simply to make the

Board aware of what will be posted by the October deadline. Mrs. Siena put together a spreadsheet listing administrators by position and name which includes salary and benefits information. Dr. Riggle reminded the Board that administrative salaries in the district are formula driven. It was suggested that this be noted on the spreadsheet and Dr. Riggle agreed. Instructional Supervisors are also included as they are required to have a Type 75 certificate and have the same benefits package as other administrators.

**DISCUSSION/ACTION: GBS FRENCH FOREIGN EXCHANGE TRIP**

Mr. Wegley introduced new GBS French teacher, Matt Bertke, and World Language Department I.S., Danita Fitch, who were on hand to answer questions about the trip. Ms. Fitch stated that a goal of the department was to provide exchange trips for students. It has been a number of years since GBS organized a French exchange trip. It was suggested that the trip be approved in order to continue working with the school in France and provide time to determine the number of students who would participate.

**MOTION TO APPROVE THE GBS FRENCH FOREIGN EXCHANGE TRIP**

Motion by Mr. Boron, seconded by Mr. Wolfson to approve the GBS French Foreign exchange trip.

Upon calling of the roll:

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

nay: None

Motion carried. 6-0

**DISCUSSION/ACTION: GBS MASTER SINGER TOUR - ORLANDO, FL**

Dr. Riggle stated that the GBS Master Singer Tour to Orlando was similar to a recent trip taken by a GBN music group. He noted the proposal indicated that a few tour groups had been consulted to compare pricing before selecting the tour group for the trip.

**MOTION TO APPROVE THE GBS MASTER SINGER TOUR - ORLANDO, FL**

Motion by Mr. Boron, seconded by Mr. Taub to approve the GBS Master Singer Tour to Orlando, Florida.

Upon calling of the roll:

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

nay: None

Motion carried. 6-0

**DISCUSSION/ACTION:SCHOOL BOARD CONFERENCE OPPORTUNITIES**

Dr. Riggle referenced a packet put together outlining upcoming professional development opportunities for Board members. Dr. Riggle stated that the practice has been when Board members request to attend a conference, the superintendent discusses the request with the Board president and a determination is made. Mr. Shein stated that the "Triple I" joint conference (IASB/IASA/IASBO) typically hosts vendors and guest speakers of interest to school board members. Conference registration and transportation will be reimbursed. Mr. Shein plans to attend the Friday and Saturday sessions and invited other Board members to join him. Interested Board members should e-mail Superintendent Riggle. Given that this conference is in Chicago, attending is convenient and cost-effective.

**MISCELLANEOUS TOPICS**

Mr. Wegley mentioned that GBS will host a staff barbeque on Friday, September 25 starting at 5:30 p.m. prior to the GBS-New Trier football game. The GBS cheerleaders are sponsoring a "pink-out" for breast cancer awareness - those attending are encouraged to wear pink.

**REVIEW AND SUMMARY OF BOARD MEETING**

Mr. Shein reviewed the following items:

- GBS will host a gym and swim open house on October 18 from 1:00-4:00 p.m.
- The Business Office received an award for Excellence in Financial Reporting from the Association of School Business Officials.
- The 2009-2010 budget was passed.

- A presentation on student achievement indicated that each school posted their best composite ACT scores ever. Each school tests 100% of students. Work should continue to study the achievement and develop academic interventions for black, Hispanic, and special education subgroups.
- GBS will host a staff barbeque on Friday, September 25 at 5:30 p.m. before the GBS-New Trier football game.

**MOTION TO MOVE INTO CLOSED SESSION**

No closed session.

**ADJOURNMENT**

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

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

Motion carried.

\* 6-0

CERTIFIED TO BE CORRECT:

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PRESIDENT - BOARD OF EDUCATION

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SECRETARY - BOARD OF EDUCATION

**UPCOMING BOARD MEETINGS:**

Meetings will be held in the  
Board Room (unless otherwise noted) of the  
Northfield Township High School District #225  
Administration Building,  
1835 Landwehr Road,  
Glenview, Illinois

Monday, Oct. 26, 2009 7:30 p.m. Regular Board Meeting