

**MINUTES OF REGULAR MEETING,
BOARD OF EDUCATION, SCHOOL
DISTRICT #225, COOK COUNTY,
ILLINOIS, SEPTEMBER 29, 2014**

A regular meeting of the Board of Education, School District No. 225 was held on Monday, September 29, 2014, at approximately 7:00 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:

Doughty, Hanley, Martin, Shein, Taub, Wilkas

Absent: Boron

Also present: Finan, Geallis, Geddeis, Pryma, Ptak, Riggle, Siena, Swanson, Tarver, Wegley, Williamson

APPROVAL OF AGENDA FOR THIS MEETING

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

Upon calling of the roll:

aye: Doughty, Hanley, Martin, Shein, Taub, Wilkas

nay: none

Motion carried 6-0.

STUDENTS AND STAFF WHO EXCEL

Ms. Geddeis introduced three students, Ben Zhao, Michael Bubaris and Samantha Heyman, who were recognized as Family Career and Community Leaders of America (FCCLA) national qualifiers from GBN.

Advisors Kathleen Mitchem and Kim Petty lead the program and stated how proud they are of the students' accomplishments. Seventeen students attended the national competition this summer; thirteen of them were graduating students.

The students answered questions from the Superintendent and Board members.

RECOGNITION OF COMMUNITY VISITORS

None.

BOARD AND SUPERINTENDENT REPORTS

Dr. Riggle stated that GBN homecoming will begin the week of Oct. 6th. The homecoming assembly is on the 10th, with the parade beginning around 4:00, the game is against Niles North and the homecoming dance is on Oct. 11th.

Dr. Riggle stated that GBS homecoming will begin the week of Oct. 13th. The assembly, game, and street dance will be held on Oct. 17th and the dance on Oct. 18. The game is against Waukegan.

Dr. Wegley stated that GBS unofficially broke two Guinness World Records. One for the most hugs in a minute and one for the most selfies in an hour. This was in the context of 734 community members came together to raise awareness about domestic violence.

Dr. Riggle stated that Dr. Pryma's book, Coaches of Chicago, on leadership and coaching is being published and there will be a book signing in Northbrook.

MOTION TO APPROVE CONSENT AGENDA

Motion by Mrs. Wilkas, seconded by Mr. Doughty to approve the following items on the consent agenda with the exception of 6.2b which will be pulled to discuss in closed session.

1. Appointments

a) Certified - none

b) Support Staff

the appointment of the following educational support staff contained in the assistant superintendent for human resources memorandum

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>School</u>	<u>Salary</u>
Brander, Dawn	Receptionist	09.15.14	GBS	\$14.85
Kroll, Lorraine	PT Para	09.02.14	GBS	\$14.97
Travers, Renee	Dept. Sec Music/Fine Art	10.06.14	GBS	\$19.59

2. Resignations

9/29/14

a) Certified - none

b) Support Staff

the resignation/termination of the following educational support staff

Name	Position	Effective	School
Monk, Russell	Weight Room Supervisor	09.26.14	GBS
Ritter, Margaret	Sp ED IA	09.26.14	GBS
Trerotola, Mark	Sp ED IA	09.19.14	GBS
McGee, Sandra	Custodian	09.29.14	GBS

3. FOIA

the Board of Education review of the FOIA request contained in consent agenda item #6.3.

4. Vendor Bills

the issuance of Vendor Checks Nos. 64252 through 64628 in the amount of \$3,444,643.44 as listed on the attached checks register dated September 23, 2014.

5. Payroll

the issuance of checks and electronic wire transfers for net payroll earnings, payroll taxes, pension contributions, insurance and other payroll liabilities.

September Totals:

Check Register: \$106,692.19

Direct Deposit Register ACH: \$884,614.33

Wire Transfer (EFT) Register: \$646,575.15

6. Imprest - none

7. Minutes

- September 8, 2014 Regular Board Meeting
- September 8, 2014 Closed Board Meeting
- September 10, 2014 Facility Committee Meeting

8. Academic Attainment

9. Administrative Compensation Reporting Requirements (P.A. 96-0434)

10. Gifts

Gift From	Amount of Item	School	Department	Account
KIE/Kintetsu International	\$3750.00	GBS	World Languages – Japanese language and exchange program	830920
Cleven Family	\$2000.00	GBS	Erika's Lighthouse	830375
Goodman Family	\$2000.00	GBS	Student to Student	830992
Prompt Property Solutions	\$500.00	GBS	WGBK Radio	831334

11. GBS Newspaper Trip

Upon calling of the roll:

aye: Doughty, Hanley, Martin, Shein, Taub, Wilkas

nay: none

Motion carried 6-0.

DISCUSSION/ACTION: ADOPTION OF THE FINAL BUDGET

Mrs. Siena reviewed the summary variance spreadsheet and methodology of the budget.

The Board:

- Asked clarifying questions regarding specific variances for salary and purchased services.
- Asked questions regarding activity buses.
- Questioned future salary expectations.
- Requested trend information on the rate of growth for salaries in the future.
- Asked clarifying questions on the staffing formula.
- Asked clarifying questions regarding projections.
- Asked clarifying questions regarding the increased Medicare numbers.

Mrs. Siena explained future salary expectations which are based on enrollment numbers, retirement incentives, and new hires (new salary schedule).

Mrs. Siena stated that we have always brought the Board a balanced budget and that projections are based on the worst case scenario.

Mrs. Siena reviewed the budget changes from the tentative to the final budget.

The Board:

- Asked about the budget surplus and making sure that we are conscious of the taxpayers' money.
- Requested in future budget documents, rather than headers reading estimated actual, change it to unaudited.

Dr. Riggle noted that we need to be prudent by not bringing in more capital than we need, but need to have enough to cover life safety projects that must be done in 2017. The reserves will allow us to do those projects. The budget positions the district for the next 5 years.

Mrs. Siena gave an overview of the Glenbrook Aquatics program.

Mrs. Siena reviewed projected operating fund balances.

The Board discussed the projected operating fund balance and Board Policy 4010.

The administration reviewed future debt service numbers.

Mrs. Siena asked that the Board defer their vote until after the conversation regarding capital projects.

DISCUSSION/ACTION: FACILITY 5-YEAR FINANCIAL PLAN

Dr. Riggle stated that the purpose behind this plan is two-fold. First, it moves the district firmly back into a pay-as-you-go model that existed prior to the referendum. Second, it aids in establishing a priority order for identified projects to be completed by the district over the next five years.

Dr. Riggle stated that prior to the referendum, the district was spending approximately \$2 million per year to maintain district buildings and grounds. Based on inflation since 2005, that would be \$2.4 million in today's dollars. By establishing this five-year plan and aggressively pursuing identified projects, the administration believes this will be cost efficient for the district.

Mrs. Siena reviewed the facility financial plan.

Board members asked clarifying questions regarding specific line items.

The administration explained that the Board would be voting on the budget, but not on specific projects. Specific projects will be brought to the Board in the future.

Dr. Ptak explained the differences in numbers from the facility meeting to the final facility plan.

MOTION FOR ADOPTION OF BUDGET 2014-2015

Motion by Mr. Taub, seconded by Mrs. Hanley to adopt the budget for 2014-2015.

Upon calling of the roll:

aye: Doughty, Hanley, Martin, Shein, Taub, Wilkas

nay: none

Motion carried 6-0.

Dr. Riggle thanked all those involved in the budget process for their hard work.

DISCUSSION/ACTION: RECOMMENDED 2015 FACILITY PROJECTS

Mr. Shein noted that the details of the facility projects were discussed at the Facility Committee meeting.

Board members stated that most of the projects recommended were discussed when the 3801 building was bought.

Dr. Ptak reviewed the roofing and paving projects.

Board members:

- Asked clarifying questions regarding the projects.
- Discussed the scope of the projects.
- Asked about the quality of the roofing materials.

Dr. Ptak reviewed District Office Life Safety and Infrastructure projects and the District Office Renovation.

Dr. Ptak reviewed:

- GBN PE & Athletic Relocation and Renovation
- GBN Coaches Locker Room Renovation
- GBN & GBS Cooking Equipment

Dr. Ptak noted that GBS does not have a small building project list this year because this is the year they are making their turf field contribution.

Dr. Ptak answered clarifying questions regarding what constitutes a small building project.

Dr. Ptak reviewed the project timelines.

Board members:

- Asked clarifying questions regarding the money used to pay for the cooking projects.
- Asked clarifying questions regarding the PE project.

The administration gave a historical review of the PE project.

In response to a board member's question the administration stated that there are not any other projects that are left from the referendum, but GBS has the Athletic Director's office which is in need of renovation.

Dr. Ptak responded to a board member's question by stating that there is a cost to go out to bid:

- Architect fee is 7½%
- 75% is billed at time of bid
- 25% is billed in construction

MOTION TO APPROVE ESTIMATES AS LISTED IN AGENDA #9

Motion by Mrs. Wilkas, seconded by Mr. Taub to approve the estimates as listed in agenda #9.

Upon calling of the roll:

aye: Doughty, Hanley, Martin, Shein, Taub, Wilkas

nay: none

Motion carried 6-0.

DISCUSSION/ACTION: SELECTION OF PRINCIPAL SEARCH FIRM

Dr. Riggle stated that after interviewing four search firms who submitted proposals, we have identified Ray and Associates, Inc. as our recommended choice to lead the GBN principal selection process. He noted that a folder was handed out by Mr. Swanson with information on Ray and Associates, Inc.

Mr. Swanson stated that he would meet this week with Ray and Associates and put a calendar together.

In response to a board member's question the administration stated that Ray and Associates are not currently contracted for any principal search in this area.

Dr. Riggle reviewed ISBE changes that affect the principal search. Dr. Riggle reviewed licensure requirements that may affect the pool of viable candidates from out-of-state. This may limit candidates to those already within the state or those currently completing licensure in the state.

In response to a board member's question Mr. Swanson stated that Ray and Associates stood out because:

- They have a very strong Chicagoland network.
- The administration was impressed with the uniqueness and rigor of their interview process & ability to work with us.
- They use a video interview process.
- They are unique in arriving at an initial slate of candidates.
- They can commit the time to the search.
- They guarantee if the candidate is not successful in the first year they will redo the search at minimal cost to the district.
- They will not recruit the hired candidate for 3-5 years.

MOTION TO APPROVE AGENDA ITEM #10 FOR SEARCH FIRM

Motion by Mr. Doughty, seconded by Mrs. Hanley to approve agenda item #10 for search firm.

Upon calling of the roll:

aye: Doughty, Hanley, Martin, Shein, Taub, Wilkas

nay: none

Motion carried 6-0.

DISCUSSION/ACTION: BOARD POLICY AND/OR PROCEDURES

8010- STUDENT ELIGIBILITY FOR ADMISSION

8420 - STUDENT ATTENDANCE

8600 - STUDENT ATHLETE CONCUSSIONS AND HEAD INJURIES

Policy & Procedures - 8010 - Student Eligibility for Admission

Dr. Riggle stated that the proposed change to the language is to bring the policy into compliance with state code. The language ensures that students who have parents serving in the military will be able to continue as a student in the district regardless of where their parent might be serving. This change documents the procedures we have been following. He reviewed additional changes as documented in the packet. This policy will be placed on the October 13 consent agenda.

Policy & Procedures - 8420 - Student Attendance

Dr. Riggle stated that now that GBS has implemented the block schedule, the language of the policy can be streamlined and made consistent for both schools. One significant change is in Section C on Page 2 of the policy. In the past, when a student was suspended from school, they were not allowed to make up work. Based on court decisions and current practices in other area districts, the administration is recommending that students who are suspended be allowed to make up assigned classwork. This policy change has been thoroughly discussed and is supported by the teaching staff. This revised policy can be placed on the October 13 consent agenda for approval.

Policy & Procedures - 8600 - Student Athlete Concussions and Head Injuries

Dr. Riggle stated that in order to be in compliance with State code the suggested changes must be made. Primarily, the procedures now include website addresses that are required that were not available when the policy was adopted. This policy can be placed on the October 13 consent agenda for approval.

DISCUSSION/ACTION: PROPOSED DIRECTOR OF HUMAN RESOURCES POSITION

Dr. Riggle stated that this is a position that has been discussed over the last two years.

The administration outlined the proposed job responsibilities, anticipated salary range and organizational charts which reflect the Business and Human Resources Departments.

The Board discussed:

- New insurance laws that increase the need for exceptional record keeping and reporting functionality because of the possible liability for the district.
- The proposed salary schedule.
- The need to see an expanded organizational chart with the next level of detail.
- GESSA's concerns regarding substitutes
- The need for a Certified Employee Benefit Specialist (CEBS) for this position.

The administration answered questions regarding the proposed salary schedule.

Additional information will be brought back to the Board for further discussion.

MISCELLANEOUS TOPICS

Mrs. Siena reminded the Board that the district offers free wellness screenings for Board members. She asked any board member who may be interested to contact her.

Dr. Riggle noted that the administration's response to the inquiry regarding PARCC Non-Compliance was included in board member's informational packet.

MOTION TO MOVE INTO CLOSED SESSION

Motion by Mr. Doughty, seconded by Mr. Martin to move into closed session at approximately 10:00 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 placement of individual students in special education programs and other matters relating to individual students; 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), (10) and (11) of the Open Meeting Act).

Upon calling of the roll:

aye: Doughty, Hanley, Martin, Shein, Taub, Wilkas

nay: none

Motion carried 6-0.

The Board returned to open session at 10:57 p.m.

MOTION TO APPROVE THE AMENDED CONSENT AGENDA ITEM #6.2b WITH THE RESIGNATION OF EMPLOYEE SANDRA MCGEE, CUSTODIAN AT GBS, EFFECTIVE 09.29.14

Motion by Mr. Doughty, seconded by Mr. Taub to approve the amended consent agenda item #6.2b with the resignation of employee Sandra McGee, GBS custodian, effective 09.29.14.

Upon calling of the roll:

aye: Doughty, Hanley, Martin, Shein, Taub, Wilkas

nay: none

Motion carried 6-0.

**MOTION TO APPROVE A NOTICE TO REMEDY FOR DANIEL HUDSON, A
GBS TEACHER, AS REVIEWED IN CLOSED SESSION**

Motion by Mrs. Wilkas, seconded by Mr. Doughty to approve a notice to remedy for Daniel Hudson, a GBS teacher, as reviewed in closed session.

Upon calling of the roll:

aye: Doughty, Hanley, Martin, Shein, Taub, Wilkas

nay: none

Motion carried 6-0.

ADJOURNMENT

Motion by Mr. Doughty, seconded by Mr. Taub to adjourn the meeting at approximately 10:58 p.m.

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

Motion carried 6-0.

* Doughty, Hanley, Martin, Shein, Taub, Wilkas

CERTIFIED TO BE CORRECT:

PRESIDENT - BOARD OF EDUCATION

SECRETARY - BOARD OF EDUCATION

UPCOMING BOARD MEETINGS:

Monday, October 13, 2014	7:00 p.m. Regular Board Meeting (GBS Student Center)
Monday, October 27, 2014	7:00 p.m. Regular Board Meeting (GBS Student Center)

12
9/29/14