

**BOARD OF EDUCATION  
GLENBROOK HIGH SCHOOLS**

**August 12, 2019**

**REGULAR BOARD MEETING - 7:00 p.m.**

**Location: Glenbrook District Office Public Meeting Room 100A  
3801 W. Lake Avenue, Glenview, IL 60026**

**AGENDA**

1. (7:00) Call to Order – Roll Call
2. (7:02) Approval of Agenda for this Meeting
3. (7:03) Recognition of Community Visitors
4. (7:05) Board and Superintendent Reports
5. (7:10) Approval of Consent Agenda Items:
  1. Appointments
    - a. Certified
    - b. [Support Staff](#)
  2. Resignations/Terminations
    - a. [Certified](#)
    - b. [Support Staff](#)
  3. [FOIA](#)
  4. Approval of Accounts Payable Bills
  5. Approval of Payroll Disbursements
  6. Approval of Revolving Fund Reimbursement
  7. Minutes
    - [July 20, 2019, Special Board Meeting](#)
    - July 20, 2019, Special Closed Board Meeting
    - [July 29, 2019, Regular Board Meeting](#)
    - July 29, 2019, Closed Board Meeting
  8. Gifts
  9. [Certified FTE Adjustments](#)
6. (7:35) Discussion/Action: [Proposed Board of Education Committee Meetings for 2019-20](#)
7. (7:40) Review and Summary of Board Meeting
8. (7:45) Possible Topics for Future Board Meetings

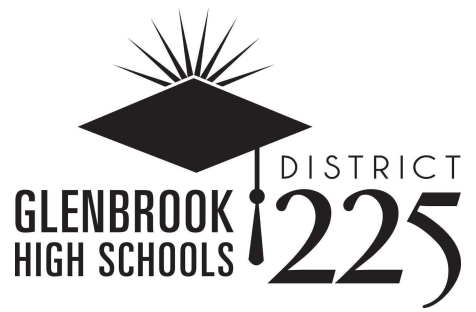
Future Regular Meeting Dates:

Monday, August 26, 2019 - 7:00 p.m. - Regular Board Meeting

9. (7:45) Closed Session: 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; The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance; the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired; the setting of a price for sale or lease of property owned by the public body; Security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property; student disciplinary cases; 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), (2), (3), (5), (6), (8), (9), (10) and (11) of the Open Meetings Act).
10. (7:58) Possible Action Regarding Student Discipline
11. (7:59) Possible Action Regarding Topics Discussed in Closed Session
12. (8:00) Adjournment

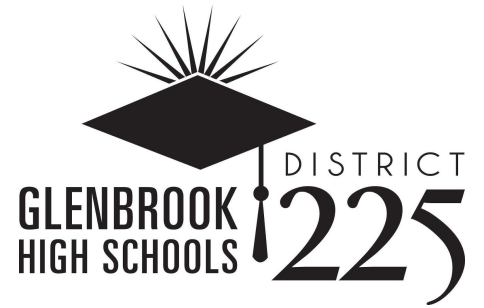
Times are estimates. Electronic Board packet can be found at:

<http://www.glenbrook225.org/district/Board-of-Education/Board-Packet-Agendas>



To: Dr. Charles Johns  
 Board of Education  
 From: Brad Swanson  
 Date: August 12, 2019  
 Re: Appointments: Support Staff

<u>Name</u>	<u>Bldg</u>	<u>Position</u>	<u>Calendar</u>	<u>FTE</u>	<u>Start Date</u>	<u>CAT</u>	<u>Step</u>	<u>Hourly</u>
McKeown, Katherine	GBN	Testing Coordinator	203	0.86	7.23.19	CAT-IV	C	\$23.63
Bajjalieh, David	GBS	IA SPED	186.5	0.32	8.19.19	CAT-II	5	\$20.63
Balaskas, Dimitra	GBN	IA SPED	186.5	0.32	8.19.19	CAT-II	9	\$22.34



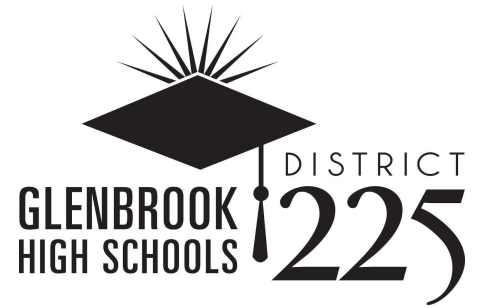
To: Dr. Charles Johns  
Board of Education

From: Brad Swanson

Date: August 12, 2019

Re: Resignations/Terminations: Certified

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>School</u>
Baker, Kelly	Teacher (Special Education)	6/11/19	GBS



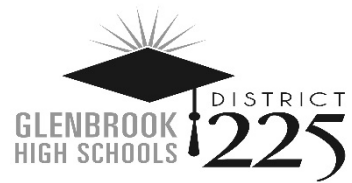
To: Dr. Charles Johns  
Board of Education

From: Brad Swanson

Date: August 12, 2019

Re: Resignations/Terminations: Support Staff

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>School</u>
Presser, Debra	Sp Ed IA	6.7.2019	GBN



TO: Dr. Charles Johns

FROM: Rosanne Williamson

RE: FOIA Requests

**FOIA Response:**

Please see the attached email response. Responsive documents can be found online at <http://il.glenbrook.schoolboard.net/board>. (Responsive documents will not be attached to the all documents pdf, but can be found under the FOIA agenda item.)

**Background:**

The Freedom of Information Act (FOIA - 5 ILCS 140/1 et seq.) is a state statute that provides the public the right to access government documents and records. A person can ask a public body for a copy of its records on a specific subject and the public body must provide those records, unless there is an exemption in the statute that protects those records from disclosure (for example: records containing information concerning student records or personal privacy).

A public body must respond to a FOIA request within 5 business days after the public body receives the request or 21 business days if the request is for commercial purpose. That time period may be extended for an additional 5 business days from the date of the original due date if:

- The requested information is stored at a different location;
- The request requires the collection of a substantial number of documents;
- The request requires an extensive search;
- The requested records have not been located and require additional effort to find;
- The requested records need to be reviewed by staff who can determine whether they are exempt from FOIA;
- The requested records cannot be produced without unduly burdening the public body or interfering with its operations; or
- The request requires the public body to consult with another public body who has substantial interest in the subject matter of the request.

If additional time is needed, the public body must notify the requester in writing within 5 business days after the receipt of the request of the statutory reasons for the extension and when the requested information will be produced.



**Re: Freedom of Information Act Request**

1 message

**Rosanne Marie Williamson** <rwilliamson@glenbrook225.org>  
To: Policy Research <research@empowerillinois.org>  
Bcc: egeallis@glenbrook225.org

Thu, Jul 25, 2019 at 10:54 AM

Dear Ms. Otto,

Thank you for writing to Glenbrook High School District 225 with your request for information pursuant to the Illinois Freedom of Information Act, 5 ILCS 140/1 et seq.

On 7/18/19 we received your request for the following information:

- Listing of sports and other intramural activities offered for 8th-12th graders

**District Response (Grades 9-12):**

GBS Intramurals can be found here:

<https://gbs.glenbrook225.org/Activities/Intramurals>

GBN Intramurals can be found here (see p. 30):

[Handbook](#)

<u>Glenbrook South Sports:</u>	<u>Glenbrook North Sports</u>
Football	Football
Boys Cross Country	Boys Cross Country
Girls Cross Country	Girls Cross Country
Boys Golf	Boys Golf
Girls Golf	Girls Golf
Boys Soccer	Boys Soccer
Girls Soccer	Girls Tennis
Boys Swimming	Girls Volleyball
Girls Swimming	Girls Swimming
Boys Volleyball	Boys Swimming
Girls Volleyball	Cheerleading
Boys Tennis	Boys Volleyball
Girls Tennis	Girls Basketball
Field Hockey	Boys Basketball
Boys Basketball	Wrestling
Girls Basketball	Boys Gymnastics
Wrestling	Boys Tennis
Boys Gymnastics	Girls Gymnastics
Girls Gymnastics	Baseball
Cheerleading	Softball
Pom Poms	Badminton
Baseball Softball	Boys Lacrosse
Badminton	

Boys Lacrosse Girls Lacrosse Boys Track & Field Girls Track & Field Boys Water Polo Girls Water Polo	Girls Lacrosse Boys Track & Field Girls Track & Field Boys Water Polo Girls Water Polo Boys Volleyball Boys Tennis
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- Listing of vocal, instrumental, visual, and performing arts courses/activities offered for 8th-12th graders

**District Response (Grades 9-12):**

GBS:

Our Fine Arts Course Offerings can all be found at this link below:

<http://www.gbsscurriculumguide.org/fine-arts/>

Our Performing Arts Activities can be found at the following link:

<https://gbs.glenbrook225.org/Activities/Performing-Arts>

The other activities can be found amongst our "special interest" clubs listed in the link below. We have a lot of activities that dabble in visual arts but might not be its primary focus. I am sharing the overall link just in case:

<https://gbs.glenbrook225.org/Activities/Special-Interest>

GBN:

[Handbook](#) See pp. 26-30

[Fine Arts Course Book](#)

- Listing of school-sponsored standardized test prep for courses including but not limited to PSAT, ACT, SAT, and ASVAB

**District Response(Grades 9-12):**

GBS:

- School sponsored tutoring for standardized test prep - In House Test Prep for ACT and SAT and One-to-One Test prep for ACT and SAT.

GBN:

- ExcelEdge hosts a test prep course for both the ACT and SAT.

- Listing of school-sponsored tutoring services and other programs including but not limited to AVID and 21st Century

**District Response(Grades 9-12):**

GBS: School sponsored tutoring: Titan Learning Center, all day tutoring available

GBN: School sponsored tutoring: Academic Resource Centers, all day tutoring available



- Listing of school-sponsored after-school, summer, during-the-day, and weekend enrichment opportunities including but not limited to field trips, retreats, and school clubs

**District Response(Grades 9-12):** [Summer Camps](#), [Course Offerings](#), [Habitat for Humanity](#), [GBN:Handbook](#) See pp. 26-30, [GBS:Handbook](#) See pp. 44-47

- Course listing detailing all available math, science, social science, english/language arts, and foreign language course offerings at the high schools

**District Response(Grades 9-12):** [GBN Curriculum Guide](#) and [GBS Curriculum Guide](#)

- Listing of the highest math and science courses available.

**District Response(Grades 9-12):** [GBN Curriculum Guide](#) and [GBS Curriculum Guide](#)

- Listing of the dual-credit courses offered

**District Response(Grades 9-12):** [GBS Dual Credit with Oakton](#) and [GBN Dual Credit with Oakton](#)

- Listing of Advanced Placement courses offered

**District Response(Grades 9-12):** [GBN Curriculum Guide](#) and [GBS Curriculum Guide](#)

- Listing of International Baccalaureate courses offered

**District Response(Grades 9-12):** None.

- Listing of all elective courses offered to 8th, 9th, 10th, 11th, and 12th graders

**District Response(Grades 9-12):** [GBN Curriculum Guide](#) and [GBS Curriculum Guide](#)

- Response to whether Algebra I is available for 8th graders

**District Response(Grades 9-12):** No

- Response to whether a foreign language is available for 8th graders

**District Response(Grades 9-12):** No

- Response to whether a student may take at least one full year of electives during 9th-12th grade

**District Response(Grades 9-12):** Yes

- Response to whether there are associated fees to participate in any extracurricular activity, club, or sport

**District Response(Grades 9-12):** None

Sincerely,

Rosanne Williamson, Ed.D.  
 Secretary, Board of Education  
 Assistant Superintendent for Educational Services  
[Glenbrook High School District 225](#)

3801 West Lake Avenue  
Glenview, IL 60026

On Thu, Jul 18, 2019 at 11:37 AM Policy Research <[research@empowerillinois.org](mailto:research@empowerillinois.org)> wrote:

To whom it may concern,

My name is Heather and I am emailing on behalf of Empower Illinois with a request for information under the Freedom of Information Act relating to course and enrichment offerings at the following schools: Glenbrook North High School and Glenbrook South High School

Specifically, Empower Illinois is seeking the following information:

- Listing of sports and other intramural activities offered for 8th-12th graders
- Listing of vocal, instrumental, visual, and performing arts courses/activities offered for 8th-12th graders
- Listing of school-sponsored standardized test prep for courses including but not limited to PSAT, ACT, SAT, and ASVAB
- Listing of school-sponsored tutoring services and other programs including but not limited to AVID and 21st Century
- Listing of school-sponsored after-school, summer, during-the-day, and weekend enrichment opportunities including but not limited to field trips, retreats, and school clubs
- Course listing detailing all available math, science, social science, english/language arts, and foreign language course offerings at the high schools
- Listing of the highest math and science courses available.
- Listing of the dual-credit courses offered
- Listing of Advanced Placement courses offered
- Listing of International Baccalaureate courses offered
- Listing of all elective courses offered to 8th, 9th, 10th, 11th, and 12th graders
- Response to whether Algebra I is available for 8th graders
- Response to whether a foreign language is available for 8th graders
- Response to whether a student may take at least one full year of electives during 9th-12th grade
- Response to whether there are associated fees to participate in any extracurricular activity, club, or sport

This information will not be used for commercial purposes. Please email me the requested information. If the information is only contained in paper format, please scan as a PDF and send via email. For any alternative method of sending requested information, please contact me first to arrange.

Best,

**Heather Otto**

**LEE Fellow | Empower Illinois**

200 N LaSalle, Suite 2310, Chicago, IL 60601

M: 614-886-1003

[heather@empowerillinois.org](mailto:heather@empowerillinois.org) | [Twitter](#) | [Facebook](#) | [Website](#)

**MINUTES OF SPECIAL MEETING,  
BOARD OF EDUCATION, SCHOOL  
DISTRICT #225, COOK COUNTY,  
ILLINOIS, JULY 20, 2019**

A special meeting of the Board of Education, School District No. 225 was held on Saturday, July 20, 2019, at approximately 8:30 a.m. at Glenbrook District Office Public Meeting Room 100A, 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, Glowacki, Hanley, Kim, Shein, Sztainberg, Taub

Also present: Fagel, Geallis, Gravel, Johns

**Approval of Agenda for this Meeting**

Motion by Mr. Glowacki, seconded by Mr. Taub to approve the agenda for this meeting.

Upon calling of the roll:

aye: Doughty, Glowacki, Hanley, Kim, Shein, Sztainberg, Taub

nay: none

Motion carried 7-0.

**Recognition of Community Visitors**

None.

**Motion to Move into Closed Session**

Motion by Mr. Glowacki, seconded by Mrs. Hanley to move into closed session at approximately 8:35 a.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 Meetings Act).

In response to a board member's question, the Board president explained the formation of the performance matrix for the superintendent's evaluation will be discussed, which is the reason to be in closed session. He noted Dr. Johns will then develop initiatives which will be discussed in open session at a future meeting.

Upon calling of the roll:

7/20/19

aye: Doughty, Glowacki, Hanley, Kim, Shein, Sztainberg, Taub

nay: none

Motion carried 7-0.

The Board returned to open session at 11:57 a.m.

**Possible Topics for Future Board Meetings**

Future Meeting Dates:

Monday, July 29, 2019 - 7:00 p.m.-Regular Board Meeting

**Adjournment**

Motion by Mr. Glowacki, seconded by Mr. Taub to adjourn the meeting at approximately 11:58 a.m.

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

Motion carried 7-0.

\* Doughty, Glowacki, Hanley, Kim, Shein, Sztainberg, Taub

CERTIFIED TO BE CORRECT:

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PRESIDENT - BOARD OF EDUCATION

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SECRETARY - BOARD OF EDUCATION

**MINUTES OF REGULAR MEETING,  
BOARD OF EDUCATION, SCHOOL  
DISTRICT #225, COOK COUNTY,  
ILLINOIS, JULY 29, 2019**

A regular meeting of the Board of Education, School District No. 225 was held on Monday, July 29, 2019, at approximately 7:00 p.m. at Glenbrook District Office Public Meeting Room 100A, 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, Kim, Shein, Sztainberg, Taub

Absent: Glowacki

Also present: Fagel, Finan, Geallis, Geddeis, Gravel, Johns, Tarver, Williamson

**Approval of Agenda for this Meeting**

Motion by Dr. Sztainberg, seconded by Mrs. Hanley to approve the agenda for this meeting.

Upon calling of the roll:

aye: Doughty, Hanley, Kim, Shein, Sztainberg, Taub

nay: none

Motion carried 6-0.

**Recognition of Community Visitors**

None.

**Board and Superintendent Reports**

The administration:

- Provided an update on the superintendent's transition process including meetings and events recently attended in both the schools and in the community
- Thanked all those who have helped make the superintendent's transition easier
- Gave a construction update
- Offered highlights of events at the schools

7/29/19

In response to a board member's question, the administration stated this is not the largest enrollment year for GBS.

A board member shared his experience speaking at a summer school civics class.

### **Motion to Approve the Consent Agenda Items**

Motion by Mrs. Hanley, seconded by Dr. Kim to approve the following items on the consent agenda with amended Finance Committee Meeting Minutes and Regular Board Meeting Minutes for June 24, 2019.

1. Appointments

a. Certified

<b>Name</b>	<b>Position</b>	<b>School</b>	<b>Salary</b>	<b>Start Date</b>
Ms. Dimitra Balaskas	Special Education Teacher	GBN	MA, Step D, .6 FTE	08.19.19
Mr. David Bajjalieh	Social Studies Teacher	GBS	BA, Step A, .6 FTE	08.19.19
Ms. Lauren Emmert	Social Studies Teacher	GBN	BA, Step C, .6 FTE	08.19.19

b. Support Staff

<u>Name</u>	<u>Bldg</u>	<u>Position</u>	<u>Calendar</u>	<u>FTE</u>	<u>Start Date</u>	<u>CAT</u>	<u>Step</u>	<u>Salary</u>	<u>Hourly</u>
Alvarez, Sofia	GBA	HR Executive Assistant	239	.92	8.5.19	CAT-III	8	\$66,174	\$34.61
Corrigan, Abraham	GBS	SPED IA	186.5	.67	8.19.19	IA-2	3	\$27,737	\$19.32
Creighton, Kerry	GBS	Asst. Athletic Trainer	239	.92	8.1.19	CAT-III	3	\$49,540	\$25.91
Gutierrez, Sergio	GBS	Day Custodian	260	1.0	7.1.19	CAT-I	3	\$41,558	\$19.98
Locascio, Nicholas	GBS	Evening Custodian	260	1.0	7.1.19	CAT-II	3	\$41,974	\$20.18
Najera, Maria	GBS	Day Custodian	260	1.0	7.1.19	CAT-I	4	\$42,536	\$20.45
Pater, Stacy	GBN	PE IA	186.5	.63	8.19.19	IA-2	3	\$25,888	\$19.83
Satala, Caitlin	GBA	HR Specialist	239	.92	8.5.19	CAT-IV	10	\$65,333	\$34.17
Timinskas, Irmantas	GBS	Evening Custodian	260	1.0	7.1.19	CAT-II	5	\$43,930	\$21.12
Trybul, Stephanie	GBN	Asst. Athletic Trainer	239	.92	8.1.19	CAT-III	5	\$51,528	\$26.95

2. Resignations/Terminations

a. Certified

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>School</u>
Matthiesen, Jessica	Certified School Nurse	June 11, 2019	GBN

b. Support Staff

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>School</u>
Anderson, Amanda	Assistant Athletic Trainer	6.30.19	GBS
Mayer, Diana	Behavioral Aide	6.11.19	GBO
Wawrzyn, Antoinette	Science IA	6.11.19	GBN

3. FOIA - None

4. Approval of Accounts Payable Bills - \$4,359,029.94

5. Approval of Payroll Disbursements - \$3,432,598.28

6. Approval of Revolving Fund Reimbursement - \$3,579.55

7. Minutes

- June 24, 2019, Regular Board Meeting
- June 24, 2019, Closed Board Meeting
- July 23, 2019, Finance Committee Meeting

8. Gifts

<b>Donor</b>	<b>Type of Donation</b>	<b>Description of Donation</b>	<b>Purpose of Donation</b>	<b>School and Department</b>	<b>Account Number *</b>
Northwestern University Distinguished Secondary School Teacher Award honoring Matt Whipple	monetary	\$5,000.00	TBD	GBS	NU Whipple Award, acct# TBD
Carol Bell	monetary	\$1,000.00	Horticulture	GBS Science	830860
Deuster Family	monetary	\$3,357.60	Football Program	GBS Athletics	830515

9. Non-certified Retirement Declaration

10. GBS French Exchange Program

11. GBS German Exchange Program

12. GBS Model UN Team to Stanford Conference, Stanford, CA

13. GBN and GBS Debate Tournament Travel Schedule for 2019-2020

14. Approval of Deferred Compensation Plans Authorized Providers

15. Request of Approval for Professional Leave Expenses - 2019 Division on Career Development and Transition International Conference

aye: Doughty, Hanley, Kim, Shein, Sztainberg, Taub

nay: none

Motion carried 6-0.

**Discussion/Action: Approval to Make the FY2019-20 Tentative Budget Available and to Schedule a Public Hearing on the FY 2019-20 Budget**

The administration:

- Noted the tentative budget was discussed and reviewed at the Finance Committee and the suggested changes have been incorporated and will be brought forward
- Shared an updated Key Findings Document which will be updated online
- Provided a brief overview of the reconciliation of the 2018-2019 budget
  - Noted these are preliminary unaudited figures
  - Shared the district is 95% locally funded
  - Reported one outstanding categorical payment for each state and federal program with an anticipated receipt for the 2019-20 fiscal year
  - Stated salaries and benefits composed 69.6% of the expenditures
  - Noted the Allstate settlement for property tax objections for tax years 2004-2009
  - Noted that the health benefits program experienced less in expenditures than projected
- Provided a brief overview of the tentative budget
  - Explained the difference in revenues and expenditures
    - Allstate settlement
    - Capital projects and Life Safety
  - Noted the district remains fiscally strong
  - Stated the district remains on track to become debt-free on Jan. 1, 2028
  - Salary expenditures represent current collective bargaining contracts
  - Contingency budget has been phased out based on lack of need

A board member stated the settlement agreement with Allstate allowed us to cap our liability.

In response to board members' questions, the administration:

- Provided clarification on the fund balance and the effect on revenue and expenses
- Reviewed the final budget timeline
- Agreed that we must consider the impact of corporations moving out of Northbrook to downtown Chicago and how this affects our projections

The administration and the Board thanked the entire budget team for their contributions to a very well documented budget.

No action needed.



### **Review and Summary of Board Meeting**

The board president summarized what happened at the meeting and stated the next regular board meeting is on August 12, 2019.

### **Motion to Move into Closed Session**

Motion by Mr. Sztainberg, seconded by Mrs. Hanley to move into closed session at approximately 7:34 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;
- Student disciplinary cases
- 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

Upon calling of the roll:

aye: Doughty, Hanley, Kim, Shein, Sztainberg, Taub

nay: none

Motion carried 6-0.

The Board returned to open session at 8:50 p.m.

### **Motion Regarding the Appointment of Interim Instructional Supervisor for GBN Social Studies**

Motion by Mrs. Hanley, seconded by Mr. Shein to approve Dr. Finan's recommendation of Dr. Greenstein for the position of interim Instructional Supervisor for Social Studies for the 2019-20 school year.

Upon calling of the roll:

aye: Doughty, Hanley, Kim, Shein, Sztainberg, Taub

nay: none

Motion carried 6-0.

### **Adjournment**

6

7/29/19

Motion by Dr. Sztainberg, seconded by Dr. Kim to adjourn the meeting at approximately 8:51 p.m.

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

Motion carried 6-0.

\* Doughty, Hanley, Kim, Shein, Sztainberg, Taub

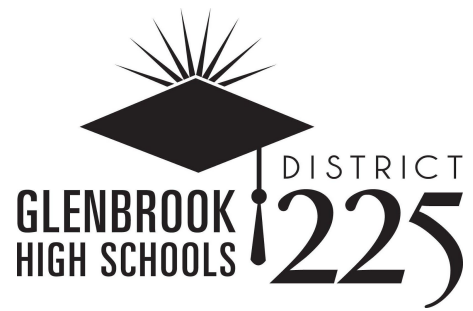
CERTIFIED TO BE CORRECT:

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PRESIDENT - BOARD OF EDUCATION

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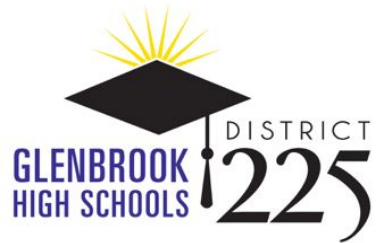
SECRETARY - BOARD OF EDUCATION



To: Dr. Charles Johns  
Board of Education  
From: Brad Swanson  
Date: August 12, 2019  
Re: Certified FTE Adjustments

This memo serves to request approval from the Board of Education for the following FTE adjustments. Please know that these adjustments are made within the overall FTE building allocations for the 2019-20 school year.

Matt Larsen	PE and Guided Studies, GBS	0.8 FTE to 1.0 FTE
Aimee Wool	Social Studies, GBN	0.6 FTE to 0.7 FTE



**To:** Dr. Charles Johns  
Board of Education

**From:** Dr. R.J. Gravel

**Date:** Monday, August 12, 2019

**Re:** Proposed Board of Education Committee Meetings for 2019-20

**Background**

In addition to the regular meetings, the Board of Education has established three committees to facilitate the review of topics relevant to the operation of the school district in accordance with Board Policy 2010. These committees include facilities, finance, and technology.

Each committee includes members of the Board of Education, as well as members of the District and School leadership teams (e.g. Principals, Assistant Superintendents, Directors). Board committees meet periodically throughout the school year and provide an opportunity to review draft proposals and recommendations from the administration in a working group setting. Proposals and recommendations are then revised as needed and typically presented to the full Board at the next regular meeting.

Upon reviewing the District's goals and initiatives, the following committee meetings are anticipated for the 2019-20 school year:

**Facilities Committee**

Current Board Members: Pete Glowacki, Sonia Kim, Skip Shein

Meeting Date (Estimated)	Discussion Topic(s)
Tuesday, October 8, 2019	<ul style="list-style-type: none"><li>External Facility Assessment of Performing Arts Spaces</li><li>Update on Electronic Lock Project</li><li>Recommended Summer 2020 Capital Projects</li><li>Bid Results for Replacement of Fitness Center Equipment</li></ul>
Tuesday, February 19, 2020	<ul style="list-style-type: none"><li>Bid Results for Summer 2020 Capital Projects</li></ul>

### Finance Committee

Current Board Members: Bruce Doughty, Karen Hanley, Joel Taub

<b>Meeting Date (Estimated)</b>	<b>Discussion Topic(s)</b>
Tuesday, July 23, 2019	<ul style="list-style-type: none"><li>• Tentative Budget for the Fiscal Year 2019-20</li></ul>
Tuesday, September 17, 2019	<ul style="list-style-type: none"><li>• Health Plan Performance (January 2019 - August 2019)</li><li>• Health Plan Pre-Renewal for 2020 Plan Year</li><li>• SSCRMP Health Pool Bylaws</li></ul>
Tuesday, October 22, 2019	<ul style="list-style-type: none"><li>• Fiscal Year Audit for 2018-19</li><li>• Partnership with Athletic Boosters for Coordination of Football Stadium Signage</li><li>• Student Transportation Update</li><li>• Health Plan Renewal for 2020 Plan Year</li></ul>
Tuesday, November 5, 2019	<ul style="list-style-type: none"><li>• Estimated Tax Levy for the 2019 Levy Year</li><li>• Transportation Agreements for 2020-21</li></ul>
Tuesday, December 3, 2019	<ul style="list-style-type: none"><li>• Enrollment Projection and Forecast as of October 1, 2019</li><li>• 5-Year Financial Projection</li><li>• School Operating Budgets for the 2020-21 Fiscal Year</li><li>• Capital Projects Budget for 2010-21 Fiscal Year</li></ul>
Tuesday, February 4, 2020	<ul style="list-style-type: none"><li>• Health Plan Performance (January 2019 - December 2019)</li><li>• Revenue and Expenditure Trend for 2019-20 Fiscal Year</li><li>• Student Fees for 2020-21 School Year</li></ul>
Tuesday, July 21, 2020	<ul style="list-style-type: none"><li>• Tentative Budget for the 2020-21 Fiscal Year</li></ul>

### Technology Committee

Current Board Members: Pete Glowacki, Skip Shein, Marcelo Sztainberg

<b>Meeting Date (Estimated)</b>	<b>Discussion Topic(s)</b>
Wednesday, January 22, 2020	<ul style="list-style-type: none"><li>• Digital Learning Initiative Update<ul style="list-style-type: none"><li>○ Current Shared Student Devices (e.g. Labs)</li><li>○ Survey of Student Device Usage</li></ul></li><li>• Chromebook Fee for 2020-21 School Year</li><li>• Classroom Technology (e.g. Audio/Visual Solutions)</li><li>• School Websites</li></ul>
Wednesday, February 19, 2020	<ul style="list-style-type: none"><li>• Northfield Township Technology Consortium Update</li><li>• Replacement of Shared Student Devices</li><li>• Technology Budget for the 2019-20 Fiscal Year</li></ul>