

BOARD OF EDUCATION
GLENBROOK HIGH SCHOOLS

July 30, 2018

REGULAR BOARD MEETING - 7:00 p.m.

Location: Glenbrook District Office Public Meeting Room 100A

3801 W. Lake Avenue, Glenview, IL 60026

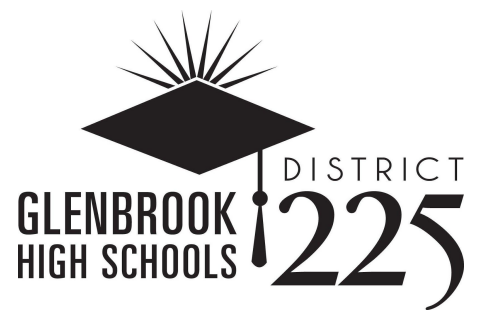
AGENDA

1. (7:00) Call to Order – Roll Call
2. (7:01) Approval of Agenda for this Meeting
3. (7:20) Recognition of Community Visitors
4. (7:25) Board and Superintendent Reports
5. (7:30) 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
 - a. June 25, 2018 Regular Board Meeting
 - b. June 25, 2018 Closed Board Meeting
 - c. July 9, 2018 Special Board Meeting
 - d. July 9, 2018 Special Closed Board Meeting
 8. Gifts
 9. GBS Poms National Competition
 10. Retirements
 - a. Certified
 - b. Support Staff
6. (7:35) Discussion/Action: Approval to Make Available the FY2018-19 Tentative Budget and to Schedule a Public Hearing on the FY2018-19 Budget
7. (8:05) Discussion/Action: Approval of New Third Party Administrator for District Wellness Program
8. (8:20) Discussion/Action: Approval of Deferred Compensation Plans Authorized Providers

9. (8:35) Discussion/Action: Board Policies:
 1. 7420: Grading and Promotion
 2. 8490: Teen Dating Violence Prohibited
10. (8:50) Discussion/Action: Approval of Hanover Research Service Agreement
11. (9:05) Miscellaneous Topics
12. (9:07) Review and Summary of Board Meeting
13. (9:09) Agenda Items for Future Board Meetings
14. Future Meeting Date:
Monday, August 13, 2018 - 7:00 p.m. - Regular Board Meeting
15. (9:10) 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).
16. Possible Action Regarding Disciplinary Action for Non-Certificated Staff Members
17. Possible Action Regarding Topics Discussed in Closed Session
18. (9:25) Adjournment

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

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



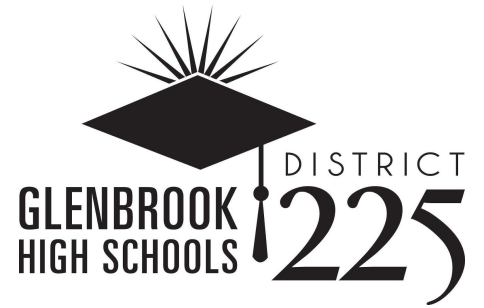
To: Dr. Mike Riggle
Board of Education

From: Brad Swanson

Date: July 30, 2018

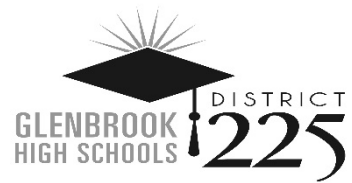
Re: Appointments: Support Staff

<u>Name</u>	<u>Bldg</u>	<u>Position</u>	<u>Calendar</u>	<u>FTE</u>	<u>Start</u>	<u>CAT</u>	<u>Step</u>	<u>Salary</u>	<u>Hourly</u>
Fleming, Robert	GBOC	Voc. Coord.	186.5	.67	8.20.18	ExPro V	S	\$94,125	\$63.07
Gilchrist, John	GBN	Para	186.5	.67	8.20.18	Para I	A	\$23,141	\$15.51
Hampton, Wilbert	GBS	Para	186.5	.72	8.20.18	Para I	A	\$23,141	\$15.51
Navarro, Julia	GBS	Science IA	186.5	.59	8.20.18	IA II	3	\$27,264	\$19.49
Reyes, Joel	GBA	Safety & Security Mgr	239	.92	8.13.18	EP Mgr III	7	\$96,040	\$50.23
Schramm, Nicole	GBA	Acct.	260	1.0	8.1.18	EP Sp III	13	\$74,152	\$35.65
Smith, Danielle	GBN	PE IA	186.5	.62	8.20.18	IA II	3	\$25,444	\$19.49
Zivin, Morgan	GBN	PE IA	186.5	.62	8.20.18	IA II	3	\$25,444	\$19.49



To: Dr. Mike Riggle
Board of Education
From: Brad Swanson
Date: July 30, 2018
Re: Resignations/Terminations: Support Staff

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>School</u>
Jou-Kim, Christina	ELL IA	6.7.18	GBN
Khachik, Shacky	Math IA	6.7.18	GBN
Miller, Tracy	Business Accountant	7.31.18	GBA
Peterson, Rick	GA Head Development Coach	7.13.18	GBN
Scholl, Jason	Swim Pool IA	6.7.18	GBN



TO: Dr. Mike Riggle

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.



Elaine Geallis <egeallis@glenbrook225.org>

Re: 22nd Century Media FOIA Request

1 message

Rosanne Marie Williamson <rwilliamson@glenbrook225.org>
To: Michal Dwojak <m.dwojak@22ndcenturymedia.com>
Bcc: egeallis@glenbrook225.org

Wed, Jul 18, 2018 at 11:10 AM

Dear Mr. Dwojak,

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 7/11/18 we received your request for the following information:

- All public forms of public communication, including but not limited to email, between Glenbrook South Director of Athletics Steve Rockrohr and former girls soccer coach Seong Ha. Rockrohr's email is (srockrohr@glenbrook225.org) and Ha's is (sha@glenbrook225.org)

District Response: Please see attached.

- Ha's personnel file and any complaints made against him

District Response: Please see attached.

Sincerely,

Rosanne Williamson Ed.D.
Assistant Superintendent for Educational Services
Glenbrook H.S. District 225
3801 West Lake Ave.
Glenview, IL 60026
847-486-4701

On Tue, Jul 10, 2018 at 3:27 PM, Michal Dwojak <m.dwojak@22ndcenturymedia.com> wrote:

Hello,

The following is a request under the Illinois Freedom of Information Act:

I would like to request all public forms of public communication, including but not limited to email, between Glenbrook South Director of Athletics Steve Rockrohr and former girls soccer coach Seong Ha. Rockrohr's email is (srockrohr@glenbrook225.org) and Ha's is (sha@glenbrook225.org).

I would also like to request Ha's personnel file and any complaints made against him.

Please respond within five business days. If the request cannot be completed in that time, please contact me at m.dwojak@22ndcenturymedia.com or (847) 272-4565 to let me know how I can help expedite the process.

Thank you,

Michal Dwojak


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Michal Dwojak
Sports Editor of the Glenview Lantern and the Northbrook Tower
22nd Century Media
60 Revere Drive Suite 888
Northbrook, Illinois, 60062
Office: (847) 272-4565 ext. 26

4 attachments

 **Test_sha@glenbrook225 (1).pdf**
1719K

 **test2_sha@glenbrook225_Redacted.pdf**
998K

 **FOIA.07.11.18_To_Steve_From_sha@glenbrook225_Redacted.pdf**
3063K

 **HA - FILE (1)_Redacted.pdf**
3367K



Elaine Geallis <egeallis@glenbrook225.org>

FOIA J. Perez 7.18.18

1 message

Rosanne Marie Williamson <rwilliamson@glenbrook225.org>

Mon, Jul 23, 2018 at 1:03 PM

To: "Perez Jr, Juan" <jjperez@chicagotribune.com>

Bcc: egeallis@glenbrook225.org

Dear Mr. Perez,

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

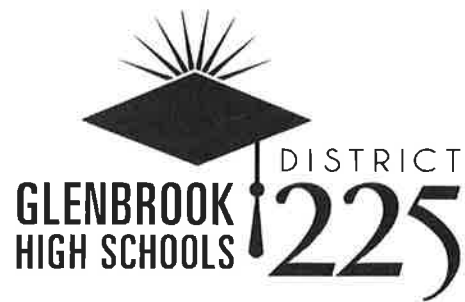
- Personnel records sufficient to show the dates of employment and assignments of Eric L. Skalinder, including: his resume and application; letter of resignation or termination records; any job recommendations or employment verification records in his file, including requests from other potential employers and; whether the board has designated him as a "Do Not Hire" employee.
- Disciplinary records including, but not limited to: reprimands, warning resolutions, suspensions; resignation agreements and notices of disciplinary hearings.
- Investigatory records, including: school- and district-level investigation records; statements of charges related to the district's intention to dismiss; reports of potential misconduct to state teacher licensing and disciplinary bodies; police or child-welfare negotiations related to Skalinder or other complaints related to Skalinder.

District Response: Please see attached.

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

 Responsive Documents.pdf
273K



Consent Agenda Item 6.1a

Human Resources Office

Brad Swanson, Assistant Superintendent for Human Resources
Alice Raflares, Director of Human Resources
Debbie Timpe, Human Resources Specialist; Certified
Jeanne Davito, Human Resources Specialist; Non-certified
Alice Kus, Human Resources Assistant

To: Board of Education
From: Brad Swanson
Date: July 25, 2016
Re: Appointments: Certified

Choir Teacher - GBN

Mr. Eric Skalinder

1.0 FTE

Degree:

BA, Music, Macalester College, MN
MA, Music, Northwestern University

Certification:

Secondary (Music)
National Board for Professional Teaching Standards

Professional Experience:

Eric has taught in the Chicago Public School system since 2004 with much of his time at Kelly High School. His choral program has recently ranked as high as #4 in the state in the IHSA music sweepstakes and finished in the top 20 in the state 7 out of the last 8 years. Eric serves as director of vocal music with additional responsibilities in marketing and recruitment, audio engineering, auditorium management, school website interface and staff training, musical theater, and contemporary music performance. Eric is also the associate choral director for the Chicago Public Schools All-City High School Chorus.

Salary: \$85,548 (MA+15, Step 13)
Start Date: August 18, 2016



Human Resources Office

Brad Swanson, Assistant Superintendent for Human Resources

Alice Raflones, Director of Human Resources

Debbie Timpe, Human Resources Specialist; Certified

Jeanne Davito, Human Resources Specialist; Non-certified

Alice Kus, Human Resources Assistant

October 10, 2016

Dear Eric:

The Board of Education of Northfield Township High School District #225, at the meeting of July 25, 2016, approved your contract as a Music Teacher for the 2016-2017 school year at the MA+15 Step 13 salary schedule placement.

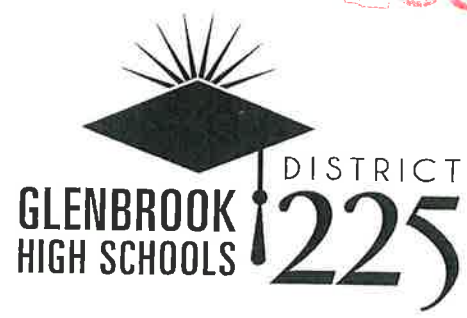
We welcome you as a faculty member, Eric. Please let us know if we can assist you in any way in your transition to the Glenbrooks.

Sincerely,

Brad Swanson
Assistant Superintendent, Human Resources

Enclosure

cc: John Finan, Principal
Chad Davidson, Instructional Supervisor
file



NOTICE OF DISMISSAL

March 21, 2017

Eric Skalinder



Dear Eric:

We regret to advise you that the Board of Education of Northfield Township High School District No. 225, Cook County, Illinois, pursuant to Section 24-12 of the School Code of Illinois, has determined that you are to be honorably dismissed effective as of the end of the 2016-2017 school term and not re-employed for the 2017-2018 school term.

Accordingly, your employment in and services to the District shall terminate at the end of the last teacher workday of the 2016-17 school term.

Sincerely,

Board of Education
Northfield Township High School District
No. 225, Cook County, Illinois

By: *Steph...*
President, Board of Education

ATTEST:

Jason...
Secretary, Board of Education

CERTIFIED MAIL
RETURN RECEIPT REQUESTED
AND HAND DELIVERED

**MINUTES OF SPECIAL MEETING,
BOARD OF EDUCATION, SCHOOL
DISTRICT #225, COOK COUNTY,
ILLINOIS, JULY 9, 2018**

A special meeting of the Board of Education, School District No. 225 was held on Monday, July 9, 2018 at approximately 7:02 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, Glowacki, Hanley, Kim, Shein, Sztainberg, Taub

Also present: Fagel, Finan, Gravel, Riggle, Swanson, Williamson

APPROVAL OF AGENDA FOR THIS MEETING

Motion by Mr. Doughty, 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.

Comment on the 2019-2020 School Calendar

The board president:

- Indicated more feedback from the community and stakeholders will be gathered before making a final decision on the calendar
- Stated there is no hurry for a decision, it can wait until October
- Noted the intent of changing the calendar is to reduce student stress
 - Feedback from some families is that this is actually having the opposite effect
- Stated other calendar options will be brought forward
 - In addition, other options relative to final exams will also be brought forward

Dr. Riggle:

- Stated this item will not be on the July 30 agenda
- Explained additional information will be solicited from various groups
- Noted that calendars are never fully agreed upon by all parties
- Shared that both teachers and students agreed that winter break is a good time for downtime and a time to recharge

- Stated there has been constant communication between the elementary districts and the high school

RECOGNITION OF COMMUNITY VISITORS

Community members spoke regarding:

The School Calendar

- Appreciated the focus on student stress and not the athletic schedule, as some parents thought
- Concerns with the weather being problematic if changing to collegiate calendar
- The importance for children to be free of pressure from AP, college admissions, entrance exams; Summer is the time for family and down time
- Over 800 in support of the traditional calendar based on survey results
- The Board taking the time to study this issue and for hearing the community
- The low number of participants in the survey
- The importance of getting the word out when further surveying the community

APPROVAL OF CONSENT AGENDA ITEMS

1. Appointments
 - a. Certified

Name	Position	School	Salary	Start Date
Amanda Middleton	School Psychologist	GBN	MA+30, Step C, 1.0 FTE	08.20.18
Lauren Baker	Special Education Teacher	GBS	MA, Step H, .4 FTE	08.20.18
Justin Weiner	Physical Education Teacher	GBN	MA, Step A, 1.0 FTE	08.20.18
Rob Fleming	Vocational Coordinator	GBOC	MA, Step P, 1.0 FTE	08.20.18

- b. Support Staff

Name	Bldg	Position	Calendar	FTE	Start Date	Category	Salary	Hourly
Math, Jenette	GBN	Dept. Asst. Student Services	203	.78	08.06.18	III	\$32,951	\$20.29
Rasavong, Charmaine	GBN	Testing Coordinator	203	.78	08.06.18	II	\$29,963	\$18.45

2. Resignations/Terminations
 - a. Certified
 - b. Support Staff

Name	Positon	Effective	School
Chacheva, Asya	Dean's IA	07.02.18	GBS
Griffin, Anthony	Dean's IA	06.07.18	GBS
Jeziar, Jackie	Instructional Asst.	07.24.18	GBO
Pera, Sara	Instructional Asst.	07.09.18	GBS

DISCUSSION/ACTION: HEALTHCARE PREMIUM RATES FOR PLAN YEAR SEPT. 1, 2018 TO DECEMBER 31, 2018

The administration:

- Reviewed the memo
- Noted the renewal period is for four months
- Explained all the aspects of setting the premium
- Noted pre-renewal rates were discussed in collective bargaining
- Stated realignment will start in January
- Shared that some of the increases in plans were overestimated and explained why
- Reviewed the rates from February vs. current
- These rates do not represent a realignment
- Explained that some may choose a different plan during the insurance renewal period that will be in force for four months
- Noted we can't predict what rates will be as of January 1
- Indicated the Board would pay approximately \$100,000 less to health plans, this represents a softening for the Board and for employees

In response to Board members' questions, the administration stated:

- The deductible will carry-over into the next plan year
- There is a 16-month deductible period regardless of plan change
- If there is a shift to HMO, the deductible is lost from PPO plans

The administration stated:

- A new wellness plan will be brought forward for less money
- Financial incentives for wellness will be discussed at Cost Containment
- Incentives should not become an entitlement
- Better rates and a true realignment will happen in January
- It is too early to give numbers on what will happen in January
- Human Resources would like to follow Gallagher's lead on the four-month enrollment period

In response to board members' questions, the administration stated:

- A full plan renewal with adjusted premium equivalents will take place in January
- Four months are projected based upon PPM and then market trends are applied
- Multiple carriers applied for stop loss and we stayed with the same company, Munich

A Board member requested information on the math behind the renewal rate.

The administration:

- Stated stop loss carrier options should be explored, relative to rebates
- Noted SSCRMP is the consortium for stop loss carriers
- Explained the experience on stop loss premium is aggregated within the consortium
- Stated the agreed upon stop loss amount is currently \$250,000
- Reminded the Board that the timeline relative to insurance will change with the new January 1 plan year
- Indicated insurance discussions will begin at the Finance Committee meeting
- Dental, life and disability will be shopped in the future

ACTION REGARDING HEALTHCARE PREMIUM RATES FOR PLAN YEAR SEPT. 1 2018 TO DECEMBER 31, 2018

Motion by Mr. Doughty, seconded by Mr. Taub to approve premium rate equivalents.

Upon calling of the roll:

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

nay: none

Motion carried. 7-0.

MOTION TO MOVE INTO CLOSED SESSION

Motion by Mr. Doughty, seconded by Mrs. Hanley to move into closed session at approximately 7:48 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;
- student disciplinary cases;
- the placement of individual students in special education programs and other matters relating to individual students;
- (Section 2(c) (1), (2), (3), (5), (6), (9), (10) and (11) of the Open Meetings Act).

Upon calling of the roll:

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

nay: none

Motion carried 7-0.

The Board returned to open session at 8:40 p.m.

ACTION REGARDING GESPA CONTRACT APPROVAL

Motion by Mr. Doughty, seconded by Dr. Sztainberg to approve the ratified GESPA contract.

Upon calling of the roll:

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

nay: none

Motion carried. 7-0.

ACTION REGARDING ADMINISTRATIVE SALARIES FOR 2018-2019

Motion by Mr. Doughty, seconded by Mr. Glowacki regarding the approval of administrative salaries.

Upon calling of the roll:

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

nay: none

Motion carried. 7-0.

ADJOURNMENT

Motion by Mr. Doughty, seconded by Mr. Taub to adjourn the meeting at approximately 8:41 p.m.

Upon 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:

6
7/9/18

PRESIDENT - BOARD OF EDUCATION

SECRETARY - BOARD OF EDUCATION

UPCOMING BOARD MEETINGS:

Monday, July 30, 2018 - 7:00 p.m.-Regular Board Meeting

**MINUTES OF REGULAR MEETING,
BOARD OF EDUCATION, SCHOOL
DISTRICT #225, COOK COUNTY,
ILLINOIS, JUNE 25, 2018**

A regular meeting of the Board of Education, School District No. 225 was held on Monday, June 25, 2018, at approximately 7:03 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, Kim, Shein, Sztainberg, Taub

Absent: Glowacki, Hanley

Also present: Bretag, Fagel, Finan, Geallis, Geddeis, Gravel, Ptak, Riggle, Swanson, Williamson

Approval of Agenda for this Meeting

Motion by Mr. Doughty, seconded by Dr. Sztainberg to approve the agenda for this meeting.

Upon calling of the roll:

aye: Doughty, Kim, Shein, Sztainberg, Taub

nay: none

Motion carried 5-0.

Glenbrook Stories

None.

Recognition of Community Visitors

Community members:

- Spoke regarding the proposed collegiate calendar
- Stated a petition was sent to the Board, via email, against the change to the collegiate calendar
- Reminded the Board of their job and mission
- Questioned the lack of transparency regarding the proposed calendar
- Noted the timing of the vote on the calendar during summer vacation is suspect and families are not able to attend because they are on vacation

6/25/18

- Explained that when parents and students were surveyed they were not aware of how their answers to questions would actually affect the calendar schedule
- Stated survey results have not been posted on the website
- Noted Glenbrook has two more days than school code mandates
- Questioned that there has been no explanation of the reason for the change
- Stated there are still a lot of unknowns
 - Impact on fall sports
 - Impact to band
 - Impact on holiday musical performances
- Believe the change to the collegiate calendar will not diminish student stress, there are other changes that can (e.g, weight of finals, timing of class projects, etc)
- Noted the following will be negatively impacted:
 - Family time
 - Weather
 - Summer camps
 - Feeder schools
- Questioned if other options have been considered (e.g. starting after Labor Day)
- Stated feeder school parents should have been included in the survey
- Explained this is not a true collegiate calendar because they start much later
- Hope the Board reconsiders

The Board president and Dr. Riggle explained:

- It is the Board's policy to not respond to comments
- The calendar topic will not be on the July 30 agenda
 - At that time the Board will discuss, it will not be a dialogue between the Board and the community, rather a time for the Board members to discuss
 - It will be the Board's decision on when action will take place on the calendar
- The school calendar adoption process

Board and Superintendent Reports

The administration provided an update of construction projects at the schools which are going well.

In response to board members' questions the administration stated they believe that construction at Maple school is going well, but will contact Dr. Wegley and will provide the Board with an update.

Mr. Shein stated tickets for the Glenview Park District's production of Oklahoma are on sale and the play will take place at the end of June and the first week of July.

Motion to Approve Consent Agenda Items

Motion by Mr. Doughty, seconded by Mr. Taub to approve the following items on the consent agenda with a small spelling edit on the Appointment of Assistant Township Treasurers item:

1. Appointments
 - a. Certified

Name	Position	School	Salary	FTE	Start Date
Antonio DiCristofano	Science Teacher	GBN	BA, Step c	1.0	08.20.18
Blanca Ascencio	English Teacher	GBS	MA, Step I	1.0	08.20.18
Dan Carpenter	Special Education Teacher	GBS	MA, Step A	1.0	08.20.18
Daniel Briggs	Music Teacher	GBN	MA, Step N	1.0	08.20.18
Jillian Henneman	School Psychologist	GBN	MA +30, Step C	1.0	08.20.18
Joel Borowicz	Science Teacher	GBN	BA, Step A	.75	08.20.18
Shelby Rosin	Science Teacher	GBN	BA, Step A	1.0	08.20.18
Stephanie Berajas	Social Studies Teacher	GBS	MA, Step D	1.0	08.20.18
Sunah Jun	English Teacher	GBS	BA, Step D	1.0	08.20.18
Veronica Salazar	Counselor	GBS	MA+45, Step R	1.0	08.20.18

- b. Support Staff

<u>Name</u>	<u>Bldg</u>	<u>Position</u>	<u>Calendar</u>	<u>FTE</u>	<u>Start Date</u>	<u>Schedule</u>	<u>Salary</u>	<u>Hourly</u>
Brandt, Sean	GBN	Fitness Ctr.	239	.92	8.20.18	X-1	\$35,713.92 (fy18 rate)	\$21.36 (fy18)

		Coord.						rate)
Grenolds, Tara	GBS	SPED IA	186.5	.67	8/20/18	IA-2	\$28,454 (fy18 rate)	\$20.34 (fy18 rate)
Hwang, Edward	GBS	Science IA	186.5	.67	8.20.18	IA-2	\$26,819 (fy18 rate)	\$19.17 (fy18 rate)
Ossey, Troy	GBS	SPED IA	186.5	.67	8/20/18	IA-2	\$37,611.46	\$28.81
Pera, Sarah	GBS	Science IA	186.5	.59	8/20/18	IA-2	\$ 23,525 (fy18 rate)	\$19.17 (fy18 rate)
Peterson, Rick	GBN	GSC Head Dev. Coach	260	1.0	9.1.18	Salary	\$45,000	n/a
Peterson, Sue	GBN	Dept. Asst. CTE/WL	203	.78	8.6.18	ID 2-3	\$32,951	\$20.29
Remeniuk, Adrian	GBN	SPED IA	186.5	.67	8.20.18	IA-2	\$25,784 (fy18 rate)	\$18.43 (fy18 rate)

2. Resignations/Terminations
a. Certified

Name	Position	Effective	School
Emily Porter	Special Ed/Transition	06.07.18	GBS
Laura Dubnicka	Science Teacher	07.02.18	GBS

b. Support Staff

Name	Position	Effective	School
------	----------	-----------	--------

Colletti, Danielle	SPED IA	6.7.18	GBN
Duerst, Elizabeth	SPED 1:1 Aide	6.6.18	GBN
Dupeyrat, Savannah	PE Swim Pool IA	6.7.18	GBN
Taylor, Dawn	SPED IA	8.1.18	GBOC
Weiner, Justin	GBN Fitness Coordinator	6.29.18	GBN

3. FOIA
4. Approval of Accounts Payable Bills = \$2,862,762.98
5. Approval of Payroll Disbursements = N/A
6. Approval of Revolving Fund Reimbursement = \$63,812.00
7. Minutes
 - o May 21, 2018 Regular Board Meeting
 - o May 21, 2018 Closed Board Meeting
 - o May 31, 2018 Special Board Meeting
 - o May 31, 2018 Special Closed Board Meeting
 - o June 11, 2018 Special Board Meeting
 - o June 11, 2018 Special Closed Board Meeting
8. Gifts

Donor	Type of Donation (Monetary or Property)	Description of Donation	Purpose of Donation	Admin. Contact	Account Number
Glenbrook High School Foundation	Monetary	\$1355.20	Prom Donation	Dr. Jim Shellard	AEACT0380
Glenview Women's Club	Monetary	\$1,000.00	Scholarship	Dr. Jim Shellard	AESCH0382
Glenbrook High School Foundation	Monetary	\$4,000.00	Scholarship	Dr. Jim Shellard	AESCH0382
Elizabeth G Christopher (also requested a matching grant from Gap Inc.)	Monetary	\$50.00	Dave Winton Memorial Scholarship	Dr. Jim Shellard	AESCH0382

Barb Meyer	Property	Barb spent \$135.00 to print photos	Graduation Photos taken and printed	Dr. Jim Shellard	N/A
David & Beverly Sugar	Monetary	\$1,000.00	Memorial scholarship	Mike Tarjan	820850
Kopielski Family	Monetary	\$500.00	scholarship	Mike Tarjan	820990
Glenview Northbrook Kiwanis Foundation	Monetary	\$1,000.00	scholarship	Mike Tarjan	820856
Coca Cola Give	Monetary	\$2.10	Titans Helping Titans	Lauren Fagel	830060
GBN Parent Association	Monetary	\$12,480.00	Spartan Conference Room Chairs	Kris Frandson	ENPN7400
GBN Parent Association	Monetary	\$2,800.03	Display Case in Science Dept.	Kris Frandson	ENPN7400
GBN Parent Association	Monetary	\$5,501.50	Blinds for North Cafeteria Windows	Kris Frandson	ENPN7400
James Philbin	Property	Canon Rebel Xs with 35-80 lens	Photography class	Chad Davidson	N/A

9. Approval of Multifunctional Printer Purchase
10. Approval of GBS Furniture Bid for Lyceum Chairs
11. Approval of Bookstore Managed Services Agreement
12. Resolution Authorizing Permanent Inter-Fund Transfers for Capital Project Purposes
13. Resolution Designating Interest Earnings for FY 2017-18
14. Resolution Establishing the Prevailing Wage Rates for FY 2018-19
15. Appointment of Assistant Township Treasurers
16. District Title I Plan

Upon calling of the roll:

aye: Doughty, Kim, Shein, Sztainberg, Taub

nay: none

Motion carried 5-0.

Discussion/Action: Approval of Cohort Furniture Purchase

The administration:

- Provided information regarding the breakdown of the furniture being purchased
- Noted it is being purchased at a discounted cost
- Stated the professional development was highly productive and we have had good results
- Explained that pricing was not provided because it could hurt a possible bid process in the future

In response to board members' questions, the administration:

- Explained further study will be necessary before any audio/visual equipment is purchased
- Discussed soft seating
 - Feedback was generally very positive
 - Listened to our teachers and students
 - Different options are available
- Noted the pricing is for all items, not an ala carte option
- Stated the list of furniture is what the administration is recommending based on the results from testing and surveying of students and teachers
- Reviewed next steps
- Stated continued feedback and testing will be part of the process; this furniture is not set in stone and not for all departments
- Shared their feedback on their visit to the Merchandise Mart to compare different furniture and narrow bid specifications
- Stated they will share data and survey information with the Board
- Noted the process will be approached methodically and to match the furniture to active learning and student well being

Action Regarding Approval of Cohort Furniture Purchase

Motion by Mr. Doughty, seconded by Mr. Taub to approve the cohort furniture purchase.

Upon calling of the roll:

aye: Doughty, Kim, Shein, Sztainberg, Taub

nay: none

Motion carried 5-0.

Discussion/Action: Approval of Bids for Main Entrances Security Enhancements

The administration:

- Reminded the Board that we have been going through a rigorous safety assessment
- Provided a description of the process
- Stated they are comfortable with recommended projects
- Noted the projects should be within the anticipated capital budget which will be finalized shortly

In response to board members' questions, the administration reviewed the anticipated timeline of the projects.

The Board president reminded the community that the Board is very actively reviewing security measures. We recognize the importance of safety and are making incremental steps to increase security of students and staff.

Action Regarding Approval of Bids for Main Entrances Security Enhancements

Motion by Mr. Doughty, seconded by Mr. Taub to approve the bids for main entrances security enhancements.

Upon calling of the roll:

aye: Doughty, Kim, Shein, Sztainberg, Taub

nay: none

Motion carried 5-0.

Miscellaneous Topics

Dr. Riggle asked for a special meeting of the Board for the purpose of possibly approving a collective bargaining agreement with GESPA, hiring of employees, and an update on work with search firms for the superintendent selection process.

A special meeting will be held on Monday, July 9 at 7 p.m.

Review and Summary of Board Meeting

Upcoming Board Meetings:

Monday, July 9 at 7 p.m. Special board meeting

Monday, July 30th is the next regular meeting.

Motion to Move into Closed Session

Motion by Mr. Doughty, seconded by Dr. Kim to move into closed session at approximately 8:27 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;
- the placement of individual students in special education programs and other matters relating to individual students;
- (Section 2(c) (1), (2) and (10) of the Open Meetings Act).

Upon calling of the roll:

aye: Doughty, Kim, Shein, Sztainberg, Taub

nay: none

Motion carried 5-0.

The Board returned to open session at 9:53 p.m.

Action Regarding Salaries for Non-union, Non-certificated Staff Members for 2018-2019

Motion by Mr. Doughty, seconded by Dr. Sztainberg to approve salaries for non-union, non-certificated staff members for 2018-2019.

Upon calling of the roll:

aye: Doughty, Kim, Shein, Sztainberg, Taub

nay: none

Motion carried 5-0.

10
6/25/18

Action Regarding Workers Compensation

Motion by Mr. Doughty, seconded by Dr. Sztainberg to approve the settlement agreement for Sherry Koch.

Upon calling of the roll:

aye: Doughty, Kim, Shein, Sztainberg, Taub

nay: none

Motion carried 5-0.

Action Regarding Superintendent's Contract

Motion by Mr. Doughty, seconded by Dr. Sztainberg to approve the resolution extending the Superintendent's Contract through June 30, 2019.

Upon calling of the roll:

aye: Doughty, Kim, Shein, Sztainberg, Taub

nay: none

Motion carried 5-0.

Adjournment

Motion by Mr. Doughty, seconded by Mr. Taub to adjourn the meeting at approximately 9:53 p.m.

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

Motion carried 5-0.

* Doughty, Kim, Shein, Sztainberg, Taub

CERTIFIED TO BE CORRECT:

PRESIDENT - BOARD OF EDUCATION

SECRETARY - BOARD OF EDUCATION



To: Dr. Mike Riggle
From: Dr. Lauren Fagel
Re: GBS Poms National Competition
Date: July 11, 2018

Attached is a travel request from Julie Smith to take the Varsity Titan Poms to the Universal Dance Association National Dance Team Championship in Orlando, Florida in 2019. This represents the 16th time GBS students have qualified for and represented GBS in this prestigious competition. As defined in the attached Board Policy 7230, this will be a Student Trip, which is travel sponsored, conducted, and at least partially financed by the District.

Students will leave on Thursday, January 31, 2019 and return on Monday, February 4, 2019.

I support this request and believe this type of experience will enhance the athletic experience of our students.



Field Trip Request for Overnight Trips

Revised: December 2017

Trip Description

Type of Field Trip: Instructional Student Activity / Co-Curricular

School: Glenbrook North Glenbrook South Other: _____

Sponsor(s): Julie Smith Extension: 4661

Activity / Class Name: Titan Poms

Description: Trip to the National Dance Team Championship in Orlando, FL

Date(s) of Trip: 1/31/2019-2/4/2019

Number of Chaperones: 2 Number of Students: 26

Names of Chaperones: Julie Smith, Dayna Parenti

Transportation Information

Departing from: Glenbrook South date: 1/31/2019 at: 3:30 AM PM

Traveling to (complete address): O'Hare International Airport (to Orlando, Florida)

Returning from (complete address): O'Hare Int'l Airport (Orlando, Florida) date: 2/4/2019 at: 8:00 AM PM

Returning to: Glenbrook South date: 2/4/2019 at: 8:30 AM PM

Students released from class (indicate time or blocks): 2/1 All Blocks, 2/4 All Blocks

Permission Slip Needed? Yes No Waiver Slip Needed? Yes No Should the bus remain with the trip? Yes No

Car(s): _____ Bus(es): 1 D225 Van(s): _____ Other: _____

Financial Information

Does this trip require money to be collected from students? Yes No

Begin Collection on: 9/1/2018 End Collection on: 1/1/2019

Cost Per _____

Cost per Student*: Student \$ 1133.77

* See attached cost allocation worksheet for additional expense detail.

Accounting Details

Instructional / Course Field Trip Student Activity / Co-Curricular Field Trip

Account Number: GBN: 10L200 4850 0000 00 000000 831220
 GBS: 10L300 4850 0000 00 000000 Please write account number above.

For Business Services Department Use

Bank Cash Account: Cash Receipts Agency Fund

Approval

Requestor: Julie Smith Date: 5/30/2018
Instructional Supervisor or Assistant Principal*: Josh Koo Date: 5/31/2018
Associate Principal: _____ Date: _____

* Instructional field trips require the signature of an Instructional Supervisor; Student Activity field trips require the signature of the Assistant Principal.

Superintendent and Board of Education Approval *

Principal: Lauren Fagel Date: 7/11/2018
Superintendent: _____ Date: _____
Board of Education: _____ Date: _____

* Board Policies 7050 (Educational Travel Experiences) and 7230 (Student Trips) require the recommendation of the Principal and approval of the Superintendent for all overnight student trips. Approval of the Board of Education is required for all student trips conducted outside of the State of Illinois or adjacent states, as well as educational tours requiring one day or more of student absence.

For School Office Use

Date Request Received: _____
Date Trip Approved: _____
Date Bus Ordered: _____
Date D225 Van Reserved: _____
Cost of Transportation: _____
Request Sent to Business Services Department: GBN: gbnfeessetup@glenbrook225.org Date: _____
GBS: gbsfeessetup@glenbrook225.org _____

For Business Services Department Use

Fee Setup Activities: Master Fee Roster PowerSchool e~Funds for Schools
 Notice to Bookstore Notice to Faculty Sponsor and Department Assistant

Trip Information

Trip Description: Titan Poms trip to UDA Nationals

Staff Expenses

Number of Staff: 2

<u>Per Staff Member</u>		<u>Total Staff Expenses</u>	
Meals:	\$ <u>150.00</u>	Meals:	\$ <u>300.00</u>
Transportation:		Transportation:	
Air	\$ <u>300.00</u>	Air	\$ <u>600.00</u>
Bus / Car	\$ _____	Bus / Car	\$ <u>0.00</u>
Lodging:	\$ <u>756.00</u>	Lodging:	\$ <u>1512.00</u>
Total Cost:	\$ <u><u>1206.00</u></u>	Total Cost:	\$ <u><u>2412.00</u></u>

Meal Per Diem Maximum Reimbursement Rates

Breakfast	\$ 4.00
Lunch	\$ 8.00
Dinner	\$ 20.00
Per Day	\$ <u><u>32.00</u></u>

Student Expenses

Number of Students: 26

<u>Per Student</u>		<u>Total Student Expenses</u>	
Meals:	\$ <u>150.00</u>	Meals:	\$ <u>3900.00</u>
Transportation:		Transportation:	
Air	\$ <u>300.00</u>	Air	\$ <u>7800.00</u>
Bus / Car	\$ _____	Bus / Car	\$ <u>0.00</u>
Lodging:	\$ <u>591.00</u>	Lodging:	\$ <u>15366.00</u>
Total Cost:	\$ <u><u>1041.00</u></u>	Total Cost:	\$ <u><u>27066.00</u></u>

Other Expenses

Registration:	\$ <u>0.00</u>
Judging:	\$ <u>0.00</u>
Officiating:	\$ <u>0.00</u>
Total Cost:	\$ <u><u>0.00</u></u>

Total Trip Expenses

Staff Expenses:	\$ <u>2412.00</u>
Student Expenses:	\$ <u>27066.00</u>
Other Expenses	\$ <u>0.00</u>
Total Cost:	\$ <u><u>29478.00</u></u>

Payment Responsibility

Paid by Students:	\$ <u>29478.00</u>	Per Student Cost:	\$ <u>1133.77</u>
Paid by District:	\$ <u>0.00</u>		

Description of Expenses Paid by Students

Section A - General Regulations

1. Activities that can be attended after school or on weekends should be attended at that time.
2. Field trips may not be taken during the first two weeks and the last two weeks of each semester. They cannot be taken on the day prior to any vacation period, and they cannot be taken during the last week of each quarter. Exceptions must be approved by the principal or the designated representative.
3. Transportation will be provided by the district whenever possible.
4. Whenever practical, field trips should not necessitate eating lunch away from school. If it is required that lunch be obtained away from school, the students will remain in a group with the sponsor, staff member or parent chaperone.
5. Student attendance on trips is not required. Students who elect not to participate in the trip will be informed by the trip sponsor as to where they should report during their normal class period.
6. Certified staff members shall accompany all field trips. It is recommended that for groups of less than twenty-five students, one certified staff member is required. It is recommended for groups of twenty-five or more, one certified staff member and one additional adult are required for each bus.
7. Students shall be under the immediate supervision of staff members during the entire trip.
8. When it is anticipated that the trip will return to the school after normal school hours, the trip sponsor shall make arrangements to assure that access to the building will be available. When trips return to the building after normal school hours, staff members shall remain with the students until the students have departed the school.

9. All normal school rules and regulations are to be observed while on the trip. For overnight trips, the sponsor shall have in his/her possession emergency medical and contact information on all trips. If an unusual incident occurs while on the trip, such as the malfunctioning of one of the buses, an accident, an injury, or if one of the students becomes separated from the group, the sponsor shall take those actions on the scene which an ordinary, reasonable, and prudent person would take. In all cases, the sponsor will telephone the assistant/associate principal in charge of curriculum, or if not available, the principal or designee to report the incident and receive further instructions. If the incident occurs after normal school hours and involves a student, the sponsor will attempt to contact the student's parent/guardian, and if it is impossible to contact the parent/guardian, to contact the local police department.
10. Questions pertaining to field trips are to be directed to the assistant/associate principal in charge of curriculum.
11. Requests for exceptions to these procedures are to be submitted in writing to the assistant/associate principal in charge of field trips.
12. The approval of the principal and the superintendent are required for all overnight trips.

Section B – Responsibilities of the Supervising Staff Member

1. Complete the Field Trip Request Form and attach to it an alphabetical list of participants including student I.D. numbers. This form must be approved by the instructional supervisor at least one week prior to the trip
2. Obtain approval for the trip from the assistant/associate principal in charge of curriculum.
3. Make the necessary arrangements with the personnel at the trip site. If the trip is an overnight trip, coordinate lodging and meal arrangements.
4. Obtain from the assistant/associate principal in charge of curriculum a sufficient number of Parental Permission Slips.
5. Issue the Parental Permission Slips to the students. Instruct them to obtain their parent's signature. This shall be completed prior to the trip.

6. Collect completed Parental Permission Slips and maintain them for reference during the trip.
7. If the students are to be assessed a fee for the trip, make appropriate arrangements with the bookstore for the collection of the fees.
 - a. Provide a list of names of the students to the bookstore. This list shall include the name of the trip's sponsor and the name, date, and cost of the trip.
 - b. Instruct the students to pay their trip fee at the bookstore. The bookstore shall issue a receipt for each payment.
 - c. The deadline for the payments shall be established by the assistant/associate principal in charge of curriculum and the bookstore manager in cooperation with the Business Office allowing for the necessary time to issue checks for the field trips(s).
8. For overnight trips, obtain emergency contact and medical information for all participating students.
9. Coordinate the scheduling of substitutes when necessary with the instructional supervisor and prepare appropriate lesson plans.
10. Arrange for additional adults to serve as chaperons, as required.
11. Immediately before leaving for the trip, turn in an accurate trip attendance report at the Attendance Office.

Section C – Administrative Responsibilities

1. For all field trips, the assistant/associate principal in charge of curriculum shall:
 - a. approve the trip.
 - b. arrange for transportation.

2. The instructional supervisor shall:
 - a. approve the trip.
 - b. determine the number of classroom substitutes required and arrange for these substitutes.
 - c. arrange for additional certified staff to serve as trip chaperons, if required.

Section D – Records

The assistant/associate principal in charge of curriculum shall maintain a record of all field trips, including their date(s), purpose and destination, sponsors, staff, parent chaperones, duration, and the list of participants.

Section E – Funding

Funding for student trips shall be in accordance with the guidelines adopted by the School Board.

Summary--Trips, Tours, and Travel, Matrix

Type of Trip	Requires Approval of:		
	Principal	Superintendent	Board
Student Trips	X		
Student Trips Overnight	X	X	
Student Trips Outside of Illinois or Adjacent States	X	X	X
Educational Tours	X	X	
Educational Tours Outside of Illinois or Adjacent States	X	X	X
Educational Tours Requiring one day or more of Student Absence	X	X	X
Educational Travel	X	X	

Brief Description

Student Trips: Sponsored, conducted and usually financed by District. Includes field trips, activity trips, athletic trips, etc.

Educational Tours: Conducted by District but not financed by District. Example: Band tour to Arizona

Educational Travel: Not sponsored or financed by District. Sponsor allowed to “inform” students of travel plans.

PLEASE READ THE EXCURSIONARY
PROCEDURES ON THE REVERSE SIDE.

FOR OFFICE USE ONLY

Date application received _____

Date trip approved _____

Date bus ordered _____

Permission slip with
one student list due _____

Substitute(s) Needed Yes ___ No ___ # _____

Substitute(s) Hired _____

GLENBROOK FIELD TRIP REQUEST APPLICATION

Circle: 1. Instructional Trip 2. Activity Trip

Please fill out completely.

Today's Date: _____

1. Describe the trip requested, listing the address(es) of the place(s) to be visited and the itinerary for the trip--include approximate times.

2. Trip Rationale: Describe the purpose of the trip as it relates to specific course objectives or sponsored activity:

3. Class or activity: _____ Number of students: _____

4. Chaperones accompanying trip: _____

5. Date of trip: _____ Departure time _____ and Location: _____

6. Transportation: Car(s) _____ Bus(es) _____ Other
(Specify) _____

7. Should bus remain with the trip? Circle: YES NO

8. Hours of trip: from School: _____ Departure _____ Bus Pick-up _____ for Return: _____ Where _____ Return to school _____

9. Estimated cost of transportation: _____ Estimated cost of substitute teacher(s): _____

Teacher Requesting Trip / Date

Instructional Supervisor's Approval / Date

Associate Principal's Approval / Date

Field Trip Permission and Waiver Form

Students have many opportunities to participate in various extra class activities as an outgrowth of classroom interests or through special interest clubs. On occasion it will be to their advantage to attend activities away from the High School on an optional basis ("field trips"). However, the Board of Education and School District 225 cannot assume responsibility for the safety and welfare of students while engaged in a field trip beyond making reasonable provision for activity chaperons.

I understand that my child must abide by all District 225 rules, regulations and chaperon instructions on the field trip identified below. I understand that District chaperons cannot prevent injuries because they cannot always control the conditions present or be present at all times.

Your signature below constitutes and is evidence of your agreement to (1) accept general liability for the participation of your child in the field trip identified below and (2) indemnify and hold harmless Northfield Township High School District 225, its Board of Education, its employees and agents, either jointly or severally, from and against any and all claims, damages, causes of action or injuries, including reasonable attorneys' fees and costs expended in defense thereof, incurred or resulting from your child's participation in this trip and transportation to and therefrom.

1. High School: _____ Class/Activity: _____

2. Faculty Sponsor: _____

3. Student: _____ has my permission to take part
in a field trip to _____
on _____.

4. Travel Arrangement: I understand my child will travel by _____
_____, leaving at approximately _____
and returning at approximately _____

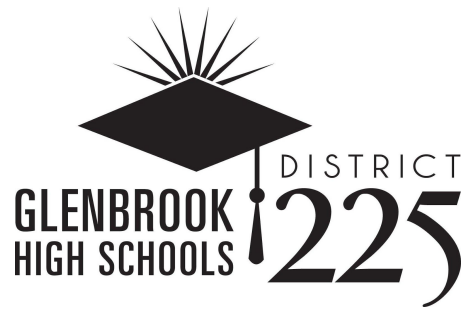
5. Cost of this trip is _____ for chartered bus, and/or other expenses and is payable at the bookstore.

(Parent or Guardian Signature)

Phone (residence):
(work):

() _____ - _____
() _____ - _____

Revised: October 28, 1996
Revised: May 29, 2001
Revised: July 10, 2006



Human Resources Office

Brad Swanson, Assistant Superintendent for Human Resources
Alice Rafloros, Director of Human Resources
Debbie Timpe, Human Resources Specialist; Certified
Jeanne Davito, Human Resources Specialist; Non-certified
Alice Kus, Human Resources Assistant
Victoria Palmer, Benefits Assistant

To: Dr. Mike Riggle

From: Brad Swanson

Date: July 30, 2018

RE: Retirements: Certified

The following teacher retired at the end of the **2017-18** school year:

GBS - Beth Barber

The following teachers have announced their intent to retire at the end of the **2020-2021** school year under **Board Policy 6110**, Section F revised June 11, 2007:

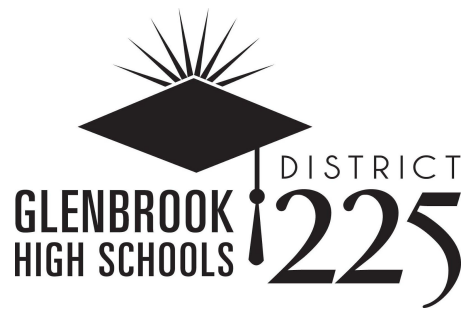
GBN

Annahi Hart
Marketa Holecek
Jeff Kallay
Martha Reed
Barry Ruppert

GBS

John Allen
Robin Doyle
Ann Golding
Katie Klahn
Marianne Kerr
Jeffrey Scheinkopf
Kurt Webb
Suzanne Webb

No administrators have announced their intent to retire at the end of the **2020-2021** school year under **Board Policy 6100**, revised August 31, 2009.



Human Resources Office

Brad Swanson, Assistant Superintendent for Human Resources
Alice Raflones, Director of Human Resources
Debbie Timpe, Human Resources Specialist; Certified
Jeanne Davito, Human Resources Specialist; Non-certified
Vicki Palmer, Benefits Assistant
Alice Kus, Human Resources Assistant

To: Dr. Mike Riggle
From: Brad Swanson
Date: July 30, 2018
RE: 2018-2019 Retiree Request for Non-certified Staff

The following staff members retired **June 30, 2018** under the **GESSA Contract**.

GBN	GBS
Margot Halpern	None
Elizabeth Levchenko	

The following staff members intend to retire **June 30, 2019** under the **GESSA Contract**.

GBN	GBS
Jody Peacock	Sandra Sormaz

The following staff members intend to retire **June 30, 2019** under **Board Policy 6432**.

GBN	GBS
Susan Calucci	Hector Carabez
	Sherry Koch
	Linda Hammer
	Patricia Watermann

The following staff member intends to retire **December 31, 2019** under **Board Policy 6432**.

GBS
David Friske

The following staff member intends to retire **June 30, 2021** under **Board Policy 6100**.

GBA
Kurt Simmers



To: Dr. Mike Riggle
Board of Education

From: Ms. Alice Raffles
Mr. Brad Swanson

Date: July 30, 2018

Re: Approval of New Third Party Administrator for District Wellness Program

Recommendation

It is recommended that the Board of Education approve the recommendation to select Interactive Health as the Third Party Administrator (TPA) for the Glenbrook District 225 wellness program. Interactive Health will replace HPN Worldwide Services, upon approval.

Background

The Request for Proposal (RFP) process began in December 2017 with nine (9) organizations invited to submit a proposal. Six (6) organizations responded to the RFP and five (5) organizations were invited to meet with the Glenbrook interview committee. The interview committee consisted of members from the GEA, GESSA, GESPA and non-union employees. Upon completion of interviews, four organizations were invited to provide hands-on experiences for our committee to participate in. The experiences provided online access for our members to simulate participation in the virtual programs. Two finalist were selected. Each finalist met with leaders of our wellness program. References and program negotiations were complete in June 2018.

Interactive Health is recommended as the organization to serve Glenbrook High Schools for the upcoming school year. Interactive Health services will include biometric wellness screenings, health management coaching (inbound and outbound), customized and personal member website, healthy activities programs and incentive management, and results analytics/reporting. In addition to the robust services that Interactive Health offers, their experience with multiple school districts, data driven foundation, and focus on risk migration/cost avoidance, will provide Administration and staff with an evolving customizable wellness program.

Historically, total annual wellness-related spending was at approximately \$300,000. A summary of those costs are listed below. A transition to Interactive Health will reduce the total minimal spend by approximately \$60,000. This savings is from the reduction in administration and wellness screening costs negotiated with Interactive Health. In addition, Interactive Health will offer the District up to a 15% performance guarantee annually as outlined in the Performance Guarantees portion of the Interactive Health Wellness Services Proposal.

Program Item	HPN Worldwide	Interactive Health
TPA Services	\$107,400	\$89,010
Wellness Screenings (Based on 610 participants) + Flu Shots	\$65,000	Included in TPA Services + \$15,000
<u>Glenbrook Specific Costs</u> Premium Equivalent Rate "Rebate" Wellness Coordinator Stipends Other Incentives and Expenses	\$71,000 (reduction from \$115,000 in previous years) \$15,000 (5 Coordinators) \$22,500	



To: Dr. Michael Riggle
Board of Education

From: Vicki L. Tarver

Date: July 31, 2018

Re: Approval of Deferred Compensation Plans Authorized Providers

Recommendation

It is recommended that the Board of Education approve the list of deferred compensation providers/agents relative to the sale of deferred compensation plans to District 225 employees, per the terms of Board Policy 4070.

Background

As outlined in Section A.2 of Board Policy 4070: the assistant superintendent for business, or designee, shall at least annually, submit for Board of Education approval, a list of qualified providers from which District employees may purchase deferred compensation plans. All providers on the attached list comprise the District's authorized network, and all providers have been vetted through the District's third party administrator, TSA Consulting, Inc., and have signed the required service provider agreement.

The attached list of qualified providers has been updated to reflect any changes in company names (former name shown in parentheses) and/or contact information. Additionally, those providers who offer a 403(b) Roth have been identified separately.

While no new providers have been added to this list, we have expanded our list of 457(b) providers to include all current companies on the 403(b) plan who offer the 457(b) plan. This will allow staff members additional opportunities for retirement savings.

DEFERRED COMPENSATION PLANS AUTHORIZED PROVIDERS/AGENTS

The following is a list of providers/agents authorized to sell deferred compensation plans to Glenbrook employees. Qualification of providers shall be based upon compliance with deferred compensation plan regulations, as amended from time to time, and execution of the service provider's agreement. Such qualification shall not be deemed as an endorsement by the District of any provider or plan.

403(b) PLANS		
Ameriprise Financial		800-862-7919
AXA Equitable Life Insurance Company		800-628-6673
<i>April Feinberg</i>	<i>april.feinberg@axa-advisors.com</i>	<i>847-346-7953</i>
<i>Todd Schlesinger</i>	<i>todd.schlesinger@axa-advisors.com</i>	<i>224-554-8067</i>
Fidelity Investments		800-343-0860
Foresters Financial (First Investors Corp)		800-423-4026
<i>James Slater</i>	<i>james.slater@firstinvestors.com</i>	<i>630-705-1800 x 227</i>
<i>Adam Dziubinski</i>	<i>adam.dziubinski@firstinvestors.com</i>	<i>630-705-1800</i>
Great American Annuity Investors Life		800-854-3649
<i>Denise Izatt</i>	<i>denise@enrichprivatewealth.com</i>	<i>630-571-6077</i>
Horace Mann Insurance Company		800-999-1030
<i>Timothy Frahm</i>	<i>timothy.frahm@horacemann.com</i>	<i>847-323-5278</i>
ING Retirement Plans		800-584-6001
<i>Margherita Johnson</i>	<i>ritajohnson@yourbrokerfinancial.com</i>	<i>708-460-4542</i>
<i>Glenn Dooner</i>	<i>glenn.dooner@lpl.com</i>	<i>847-302-6644</i>
Lincoln Investment Planning, LLC		800-242-1421
<i>Matt Lowell</i>	<i>mlowell@LincolnInvestment.com</i>	<i>312-206-6288</i>
<i>Shawn Wears</i>	<i>swears@LincolnInvestment.com</i>	<i>630-620-6100 x 5703</i>
Lincoln National Life Insurance Company		800-454-6265
Metropolitan Life Insurance Company (MetLife Resources)		800-638-5433
Oppenheimer Funds		888-470-0862
<i>Richard Hartzel</i>	<i>rhartzel@sagepointadvisor.com</i>	<i>847-998-9869</i>
<i>Fred Williams</i>	<i>fred.williams@edwardjones.com</i>	<i>847-428-6060</i>
<i>Mark Wimmer</i>	<i>mark.wimmer@unitedcp.com</i>	<i>312-674-4873</i>

ReliaStar Life Insurance Co (A VOYA Company)		877-882-5050
Thrivent Financial for Lutherans		800-847-4836
VALIC (AIG Retirement)		800-448-2542
<i>Todd J. Nathan, MBA</i>	<i>todd.nathan@valic.com</i>	<i>847-477-6427</i>
<i>Kieron Inalsingh</i>		<i>773-301-7217</i>
VOYA Financial		800-628-6673
457(b) PLANS		
Ameriprise Financial		800-862-7919
AXA Equitable Life Insurance Company		800-628-6673
<i>April Feinberg</i>	<i>april.feinberg@axa-advisors.com</i>	<i>847-346-7953</i>
<i>Todd Schlesinger</i>	<i>todd.schlesinger@axa-advisors.com</i>	<i>224-554-8067</i>
Fidelity Investments		800-343-0860
Foresters Financial (First Investors Corp)		800-423-4026
<i>James Slater</i>	<i>james.slater@firstinvestors.com</i>	<i>630-705-1800 x 227</i>
<i>Adam Dziubinski</i>	<i>adam.dziubinski@firstinvestors.com</i>	<i>630-705-1800</i>
Great American Annuity Investors Life		800-854-3649
<i>Denise Izatt</i>	<i>denise@enrichprivatewealth.com</i>	<i>630-571-6077</i>
Horace Mann Insurance Company		800-999-1030
<i>Timothy Frahm</i>	<i>timothy.frahm@horacemann.com</i>	<i>847-323-5278</i>
Lincoln Investment Planning, LLC		800-242-1421
<i>Matt Lowell</i>	<i>mllowell@LincolnInvestment.com</i>	<i>312-206-6288</i>
<i>Shawn Wears</i>	<i>swears@LincolnInvestment.com</i>	<i>630-620-6100 x 5703</i>
Metropolitan Life Insurance Company (MetLife Resources)		800-638-5433
Oppenheimer Funds		888-470-0862
<i>Richard Hartzel</i>	<i>rhartzel@sagepointadvisor.com</i>	<i>847-998-9869</i>
<i>Fred Williams</i>	<i>fred.williams@edwardjones.com</i>	<i>847-428-6060</i>
<i>Mark Wimmer</i>	<i>mark.wimmer@unitedcp.com</i>	<i>312-674-4873</i>
ReliaStar Life Insurance Co (A VOYA Company)		877-882-5050
Thrivent Financial for Lutherans		800-847-4836

VALIC (AIG Retirement)		800-448-2542
<i>Todd J. Nathan, MBA</i>	<i>todd.nathan@valic.com</i>	<i>847-477-6427</i>
<i>Kieron Inalsingh</i>		<i>773-301-7217</i>
VOYA Financial		800-628-6673
Roth 403(b) PLANS		
AXA Equitable Life Insurance Company		800-628-6673
<i>April Feinberg</i>	<i>april.feinberg@axa-advisors.com</i>	<i>847-346-7953</i>
<i>Todd Schlesinger</i>	<i>todd.schlesinger@axa-advisors.com</i>	<i>224-554-8067</i>
Fidelity Investments		800-343-0860
Foresters Financial (First Investors Corp)		800-423-4026
<i>James Slater</i>	<i>james.slater@firstinvestors.com</i>	<i>630-705-1800 x 227</i>
<i>Adam Dziubinski</i>	<i>adam.dziubinski@firstinvestors.com</i>	<i>630-705-1800</i>
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<i>Matt Lowell</i>	<i>mlowell@LincolnInvestment.com</i>	<i>312-206-6288</i>
<i>Shawn Wears</i>	<i>swears@LincolnInvestment.com</i>	<i>630-620-6100 x 5703</i>
Oppenheimer Funds		888-470-0862
<i>Richard Hartzel</i>	<i>rhartzel@sagepointadvisor.com</i>	<i>847-998-9869</i>
<i>Fred Williams</i>	<i>fred.williams@edwardjones.com</i>	<i>847-428-6060</i>
<i>Mark Wimmer</i>	<i>mark.wimmer@unitedcp.com</i>	<i>312-674-4873</i>

BOARD POLICY: GRADING AND PROMOTION

7420

Page 1 of 1

The Superintendent or designee shall establish a system of grading and reporting academic achievement to students and their parents/guardians. The system shall also determine when promotion and graduation requirements are met. The decision to promote a student to the next grade level shall be based on successful completion of the curriculum and attendance. A student shall not be promoted based upon age or any other social reason not related to academic performance. The administration shall determine remedial assistance for a student who is not promoted.

Every teacher shall maintain an evaluation record for each student in the teacher's classroom. A District administrator cannot change the final grade assigned by the teacher without notifying the teacher. Reasons for changing a student's final grade include:

- A miscalculation of test scores,
- A technical error in assigning a particular grade or score,
- The teacher agrees to allow the student to do extra work that may impact the grade,
- An inappropriate grading system used to determine the grade, or
- An inappropriate grade based on an appropriate grading system.

Should a grade change be made, the administrator making the change must sign the changed record.

BOARD POLICY: TEEN DATING VIOLENCE PROHIBITED

8490

Page 1 of 1

Engaging in teen dating violence that takes place at school, on school property, at school-sponsored activities, or in vehicles used for school-provided transportation is prohibited. For purposes of this policy, the term teen dating violence occurs whenever a student who is 13 to 19 years of age uses or threatens to use physical, mental, or emotional abuse to control an individual in the dating relationship; or uses or threatens to use sexual violence in the dating relationship.

The Superintendent or designee shall develop and maintain a program to respond to incidents of teen dating violence that:

1. Fully implements and enforces each of the following Board policies:
 - a. 8470: Harassment-Students. This policy prohibits any person from harassing intimidating, or bullying a student based on the student's actual or perceived characteristics of sex; sexual orientation; gender identity; and gender-related identity or expression (this policy includes more protected statuses).
 - b. 8480: Hazing, Bullying or Aggressive Behavior. This policy prohibits students from engaging in hazing, bullying, intimidation, harassment, or aggressive behavior at school, school-related events and electronically. Prohibited conduct includes threats, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying.
2. Encourages anyone with information about incidents of teen dating violence to report them to any of the following individuals:
 - a. Any school staff member. School staff shall respond to incidents of teen dating violence by following the District's established procedures for the prevention, identification, investigation, and response to bullying and school violence.
 - b. The Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, or a Complaint Manager identified in policy 8470, Harassment-Students.
3. Incorporates age-appropriate instruction in grades 7 through 12, in accordance with the District's comprehensive health education program. This includes incorporating student social and emotional development into the District's educational program as required by State law and in alignment with Board policy 8330: Student Social and Emotional Development.
4. Incorporates education for school staff, as recommended by the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, or a Complaint Manager.
5. Notifies students and parents/guardians of this policy.