

**MINUTES OF A REGULAR MEETING,
BOARD OF EDUCATION, SCHOOL
DISTRICT #225, COOK COUNTY,
ILLINOIS, SEPTEMBER 24, 1990**

A regular meeting of the Board of Education, School District No. 225 was held on Monday, September 24, 1990 at approximately 7:30 p.m. at the Glenbrook High Schools Administration Building, pursuant to due notice of all members.

The president called the meeting to order. Upon calling of the roll, the following members answered present: Baer, Howland, McConachie, Morris, Wilson, Winton, Zimmerman. Also present: Freeman, Lacivita, McGrew, Wisner.

DISCUSSION OF MINUTES OF REGULAR MEETING OF SEPTEMBER 10, 1990

Mr. Howland requested that the reasons he abstained on the votes recorded on pages 11 and 17, and for voting nay on the vote recorded on page 15, should be noted in the minutes. He requested that the minutes be revised to include:

Page 11: Mr. Howland abstained from the vote as he had not been in attendance on August 27th.

Page 15: Mr. Howland explained that while he favored the request in the original budgeted amount, he could not approve the \$4,000 plus overage until the administration advised the Board specifically where in the budget that amount would be coming from.

Page 17: Mr. Howland abstained from the vote because he does not favor the basic policy and consequently is ambivalent to fine-tuning adjustments to same.

After further discussion concerning the format of the Board minutes, the Board took the following action.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF SEPTEMBER 10, 1990

Motion by Mr. Wilson, seconded by Mr. Winton, to approve the minutes of the regular meeting of September 10, 1990, as revised.

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

Motion carried.

INTRODUCTION OF BEN KLEIN

Marlene Peterson, business education teacher at Glenbrook South, introduced one of her students, Ben Klein. Ben recently won the First Annual High School Business Plan competition sponsored by Loyola University. Members of the Board congratulated Ben on his victory and wished him well in his future endeavors.

INTRODUCTION OF RON FORTUNATO AND ALAN NOVEMBER

Dr. McGrew introduced Ron Fortunato and Alan November to the Board. Mr. Fortunato and Mr. November had recently been employed as district technologist specialists. Mr. Morris welcomed Mr. Fortunato and Mr. November and expressed the Board's pleasure that they have joined Glenbrook.

RECOGNITION OF COMMUNITY VISITORS

There were no community visitors who requested to address the Board.

DISCUSSION OF PROCEDURES TO DEVELOP LONG RANGE STRATEGIC PLAN

Dr. McGrew indicated that the Board had adopted a goal of developing a long range plan this year and indicated that he had contacted a consultant to discuss the development procedures with the Board. Howard Feddema is a strategic planning facilitator with the Cambridge Management Group which is affiliated with the American Association of School Administrators specializing in strategic planning for school districts. After further discussion, the Board decided to invite Mr. Feddema to address the Board at a special meeting of the Board to be held on Monday, October 1, 1990 at 7:30 p.m. in the District Administration Building.

DISCUSSION OF COST CONTAINMENT

Dr. McGrew reported that the Board had adopted a "cost containment" goal for this year. He indicated that cost containment committees were being formed at the district office and in the two schools. He stated that periodic reports concerning the committees would be given to the Board. Members of the Board suggested various topics that should be studied or reviewed as part of our cost containment activities. Mr. Winton requested that the district cost containment committee periodically schedule evening meetings.

DISCUSSION REGARDING REQUEST FOR DISTRICT ORCHESTRA TRIP TO FLORIDA

The Board reviewed a request from the district orchestra to schedule an educational tour to Orlando, Florida during January 1-5, 1991.

Mr. Howland and Mr. Wilson requested that the Board policy on educational tours be placed on a future Board agenda. They questioned the need to involve the Board in the tour approval process. After further discussion, the Board took the following action.

MOTION TO APPROVE THE DISTRICT ORCHESTRA TOUR TO ORLANDO, FLORIDA

Motion by Mrs. McConachie, seconded by Mrs. Zimmerman, to approve the district orchestra tour to Orlando, Florida, January 1-5, 1991.

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

Motion carried.

MOTION TO APPROVE TUITION PAYMENT TO NILES TOWNSHIP HIGH SCHOOLS

Motion by Mrs. McConachie, seconded by Mr. Wilson, to approve the tuition payment of \$16,924.00 to Niles Township High Schools for two students who attended Niles during the 1989-90 school year.

Upon calling of the roll:

aye: Baer, Howland, McConachie, Morris, Wilson, Winton, Zimmerman

nay: none

Motion carried.

REVIEW OF FIELDHOUSE RENTAL ARRANGEMENTS

Mr. Morris reported that a tentative agreement had been reached with the Northbrook Park District for the rental of the Glenbrook North fieldhouse. He indicated the two districts would exchange \$1.00 per year in rental fees for the rental of the Leisure Center used by the school district's special education off campus program and for the rental of the Glenbrook North fieldhouse by the Park District. In addition to the \$1.00 per year, "out-of-pocket" expenses will be calculated twice a year and billed to the respective districts. After further discussion, the Board took to following action.

MOTION TO APPROVE RENTAL OF FIELDHOUSE TO NORTHBROOK PARK DISTRICT AND RENTAL OF LEISURE CENTER BY THE OFF CAMPUS PROGRAM

Motion by Mrs. Zimmerman, seconded by Mr. Wilson, to approve the rental of the fieldhouse to the Northbrook Park District and Leisure Center from the Park District for one dollar per year, plus out-of-pocket expenses, calculated and paid twice a year.

Upon calling of the roll:

aye: Howland, McConachie, Morris, Wilson, Winton, Zimmerman, Baer

nay: none

Motion carried.

NOTE: (See attached)

REVIEW OF SIGNODE PROPERTY DEVELOPMENT

Mr. Wisner reported that he and Mr. Wilson had attended the Glenview Plan Commission meeting and presented the Board's positions on the proposed development of part of the Signode property. He reported on community opposition to components of the planned development. Mr. Wilson and Mr. Wisner will continue to monitor the process of the development of the Signode property.

DISCUSSION REGARDING BOARD MEETING PROCEDURES/MINUTES

Mrs. Zimmerman and Mrs. McConachie presented several suggestions for expediting Board meetings. They suggested that the Board establish a definite time for adjournment. They also suggested utilizing a "consent agenda" for those routine agenda items which could be voted on as a group with the understanding that any Board members could request to remove an item from the consent agenda and request a separate vote on the item. The Board also discussed various methods whereby Board members could make individual requests for information or studies. Other suggestions were made and reviewed by the Board. After further discussion, it was the consensus of the Board to try to adjourn Board meetings at 10:00 p.m. and to utilize a consent agenda for routine items.

The Board considered various formats for the Board meeting minutes, particularly an "action minutes" format which would contain the motion and votes on the motions.

After further discussion, a motion was made by Mrs. McConachie, seconded by Mr. Baer, to adopt the "action minutes" format for Board meeting minutes. Mr. Winton requested that any action on the motion be delayed until the next Board meeting in accordance with the Board's usual practice of reviewing policy matters at two Board meetings before a vote is taken.

REVIEW OF BUDGET PROCEDURES

Dr. McGrew described the current budget system and some of its shortcomings. He suggested that the Board might consider a cyclical budget system in which various components of the budget would be brought to the Board throughout the school year instead of considering all components at once at the end of the school year. Members of the Board expressed interest in the process and the Board directed Dr. McGrew to proceed with its implementation.

REPORT OF EDUCATIONAL FOUNDATIONS TASK FORCE

Mr. Howland reported that the Vedder, Price law firm is developing a proposal to establish an educational foundation. When the proposal is received, the task force will meet again to review the proposal. Mr. Howland requested that the topic be placed on the October 8, 1990 Board meeting agenda as a discussion item.

REPORT OF THE COMMITTEE REGARDING THE SUPERINTENDENT'S EVALUATION PROCESS

Board members had received a report from the committee in their Board packets. Mrs. McConachie indicated that the committee was submitting four issues for Board action. She stated that the first issue was the establishment of six objectives for the superintendent for the 1990-91 school year. The objectives are:

1. Supervise management of instructional technology in an instructionally sound, innovative, efficient, and economical manner through a district technology steering committee. This small group will meet at least bi-weekly to share job descriptions, focus functions, and facilitate integration of the new technology consultants.
2. Encourage innovation and creativity in the schools.
3. Develop programs to integrate critical thinking across the curriculum.
4. Continue involvement of superintendent, Board, and staff in futures seminars on local and national levels. Commence futures programming in Northfield Township.
5. Investigate international tests which claim to show American students performing poorly in comparison to students in other countries. Analyze possible implications of these tests for District 225.
6. Encourage broad intellectual development throughout the district, establishing the schools as "centers of inquiry."

After further discussion, the Board took the following action.

MOTION TO APPROVE THE SUPERINTENDENT'S OBJECTIVES FOR THE 1990-91 SCHOOL YEAR

Motion by Mrs. McConachie, seconded by Mr. Wilson, to approve the superintendent's objectives for the 1990-91 school year as presented by the superintendent's evaluation committee.

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

Motion carried.

The second issue involved establishing responsibility for two district goals of developing a long range strategic plan and cost containment. After further discussion it was the consensus of the Board that the Board would retain primary responsibility for the two district goals and the superintendent would not be evaluated based on the two goals.

The third issue involved making a distinction between three types of goals: district-wide goals, superintendent evaluation goals, and internal Board goals. Mrs. McConachie described the three types of goals. There was general consensus on the three goal structure and for the committee to propose internal Board goals for Board consideration.

The fourth issue involved a process for appraising the superintendent which would have four components:

1. Goals and objectives
2. Performance criteria
3. Informal reviews and revisions
4. Annual evaluation.

There was general consensus to use the four component process proposed by the committee.

MOTION TO FILE APPLICATION FOR EXTENSION OF LIFE SAFETY WORK DEADLINE

Motion by Mr. Wilson, seconded by Mrs. Zimmerman, to file an application for an extension of the life safety work deadline with the Educational Service Region of Cook County.

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

Motion carried.

RESIGNATIONS - EDUCATIONAL SUPPORT STAFF

Motion by Mr. Baer, seconded by Mr. Wilson, to accept the resignation of the following educational support staff member as recommended by the director of personnel:

RESIGNATION

<u>NAME</u>	<u>POSITION</u>	<u>SCHOOL</u>
Harry Ryan	Systems Manager	District

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

Motion carried.

9/24/90

PAYROLL - MONTH OF AUGUST 1990

Motion by Mr. Baer, seconded by Mr. Wilson, to ratify the issuance of payroll checks No. 79993 through 80215, and 80316 through 80517 totalling \$735,669.84 with adjustments making the gross payroll \$733,647.96.

Upon calling of the roll:

aye: McConachie, Morris, Wilson, Winton, Zimmerman, Baer, Howland

nay: none

Motion carried.

NOTE: (See attached)

APPROVAL OF REIMBURSEMENT - REVOLVING FUND DISBURSEMENTS

Motion by Mr. Baer, seconded by Mr. Wilson, to approve the reimbursement of the Revolving Fund disbursements for the month of August, 1990, in the amount of \$29,660.86 represented by Checks No. 43117 through 43309 excluding the voided checks on the attached list dated September 19, 1990 and including the canceled checks 39930, and 42469.

Upon calling of the roll:

aye: Morris, Wilson, Winton, Zimmerman, Baer, Howland, McConachie

nay: none

Motion carried.

NOTE: (See attached)

APPROVAL OF VENDOR CHECKS - SEPTEMBER, 1990

Motion by Mr. Baer, seconded by Mr. Wilson, to approve the issuance of vendor Check Nos. 44909 through 45463 in the amount of \$1,534,859.11 as listed on the attached check list dated September 24, 1990, excluding voided Checks No. 45147 and No. 45387.

Upon calling of the roll:

aye: Wilson, Winton, Zimmerman, Baer, Howland, McConachie, Morris

nay: none

Motion carried.

NOTE: (See attached)

APPROVAL OF SUPPLEMENTAL BILL LIST

Motion by Mr. Baer, seconded by Mr. Wilson, to ratify the canceling of checks, to approve the reissuing of replacement checks and to ratify the issuance of advance checks all totalling \$233,213.21, canceled checks totalling \$36,548.65, for a net of \$196,664.56, all as shown on the attached Supplemental Bill List dated September 24, 1990.

Upon calling of the roll:

aye: Winton, Zimmerman, Baer, Howland, McConachie, Morris, Wilson

nay: none

Motion carried.

NOTE: (See attached)

AWARD OF BID - STORAGE CABINETS FOR THE ART DEPARTMENT - GLENBROOK NORTH

Motion by Mr. Baer, seconded by Mr. Wilson, to award the bid for storage cabinets for the art department at Glenbrook North to Lowery McDonnell Company, 6950 E. Prairie Road, Lincolnwood, IL 60645, at a total cost of \$10,390.00.

Upon calling of the roll:

aye: Zimmerman, Baer, Howland, McConachie, Morris, Wilson, Winton

nay: none

Motion carried.

NOTE: (See attached)

9/24/90

AWARD OF BID - LIGHTING BOARD REPLACEMENT IN THE CPA - GLENBROOK NORTH

Motion by Mr. Baer, seconded by Mr. Wilson, to award the bid for lighting board replacement in the CPA at Glenbrook North to Chicago Spotlight, Inc., 4595 N. Elston Avenue, Chicago, IL 60630 for a total cost of \$19,900.00.

Upon calling of the roll:

aye: Baer, Howland, McConachie, Morris, Wilson, Winton, Zimmerman

nay: none

Motion carried.

AWARD OF BID - CLEANING MACHINES FOR THE FIELDHOUSES - GLENBROOK NORTH AND GLENBROOK SOUTH - AND REALLOCATION OF BUDGETS GLENBROOK NORTH AND GLENBROOK SOUTH

Motion by Mr. Baer, seconded by Mr. Wilson, to award the bid for cleaning machines for the fieldhouses at Glenbrook North and Glenbrook South to Tennant Company, 630 Supreme Drive, Bensenville, IL 60106 for a total cost of \$26,329.00 for each unit and to authorize a reallocation of funds as described in Mr. Fuller's memo of September 17, 1990 and Mr. Smith's memo dated September 6, 1990.

Upon calling of the roll:

aye: Howland, McConachie, Morris, Wilson, Winton, Zimmerman, Baer

nay: none

Motion carried.

BOARD REPORTS

Mrs. Zimmerman reminded the Board of the IASB dinner meeting the evening of October 4, 1990.

Mrs. McConachie reported that an IASB hearing was scheduled for the evening of October 2, 1990 and shared with the Board the testimony she intended to submit at the hearing.

Mr. Winton reminded the Board that Board officer elections are scheduled for November.

Mr. Winton requested that the Board be provided with the most current student enrollment projections available to the district.

Mr. Winton requested that the Board/instructional supervisor dialogue process be continued. Mr. Morris indicated that the Board would continue with the practice.

ADJOURNMENT

Motion by Mrs. Zimmerman, seconded by Mr. Wilson, to adjourn the meeting at approximately 10:50 p.m.

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

Motion carried.

* **Means Baer, Howland, McConachie, Morris, Wilson, Winton and Zimmerman all voted aye.**

CERTIFIED TO BE CORRECT:

PRESIDENT - BOARD OF EDUCATION

SECRETARY - BOARD OF EDUCATION

NEXT REGULAR MEETING: OCTOBER 8, 1990 Glenbrook Administration Center
7:30 P.M. 1835 Landwehr Road
Glenview, Illinois