

**MINUTES OF A REGULAR MEETING,
BOARD OF EDUCATION, SCHOOL
DISTRICT #225, COOK COUNTY,
ILLINOIS, JUNE 27, 1994**

A regular meeting of the Board of Education, School District No. 225 was held on Monday, June 27, 1994 at approximately 7:30 p.m. at Glenbrook High School Administration Building, pursuant to due notice to all members and the public.

The president called the meeting to order. Upon calling of the roll, the following members answered present: Bubak, Conlin, Hoffenberg, Lyons, McConachie. Absent: Baschnagel, Goldstein. Mr. Goldstein arrived at approximately 7:50 p.m. Also present: Court, Freeman, Gale, Gross, Herrick, Lacivita, McGrew, Schilling.

**APPROVAL OF THE MINUTES OF THE REGULAR MEETING AND CLOSED SESSION OF
JUNE 13, 1994**

Motion by Dr. Conlin, seconded by Mrs. McConachie, to approve the minutes of the regular meeting and closed session of June 13, 1994, as presented.

Upon call for a vote on the motion, all present voted aye, with the exception of Mr. Bubak who abstained.*

Motion carried.

BOARD AND SUPERINTENDENT REPORTS

Mrs. McConachie reported on the lack of action at the legislative session in Springfield. She expects the legislature to continue in session into July with most action occurring at the very end of the session.

Mrs. McConachie reported on the work of the Board's student enrollment committee and its meeting of June 21, 1994. Mrs. McConachie asked if there was Board consensus to proceed with the committee's recommendations to expand the committee by including representatives from the five elementary districts, to form a management team on the issue, and to report back to the Board with recommendations tentatively by the end of October. The Board concurred with the recommendations.

Mrs. Hoffenberg reported on a meeting with Glenbrook North staff members and Parents' Association representatives who are planning a school assembly produced by Dan and Marie Lena from "Youth Empowerment Programs."

Dr. McGrew showed a videotape of the educational tour to NASA facilities in Florida recently taken by students in the Glenbrook South "Living in Space" program.

RECOGNITION OF COMMUNITY VISITORS

Mr. Lyons asked if any member of the audience desired to address the Board. No members of the community wished to address the Board.

DISCUSSION REGARDING 1994-95 STUDENT ADVOCACY PROGRAM

Members of the Board received in their packets a revision of the student Advocacy program proposal for the 1994-95 school year. The proposal calls for enrolling 640 students in the program and provides for a budget of \$158,280.

Mr. Lyons reported that Mr. Baschnagel had requested to table the discussion until he could be present for the discussion. Board members indicated their views regarding tabling the Advocacy program discussion. The Board then took the following action.

MOTION TO TABLE DISCUSSION REGARDING THE ADVOCACY PROGRAM

Motion by Mr. Goldstein, seconded by Mr. Lyons, to table the discussion regarding the Advocacy program.

Upon calling of the roll:

aye: Conlin, Goldstein, Lyons

nay: Hoffenberg, McConachie, Bubak

Motion failed.

The Board continued with the discussion. Members of the Advocacy committee were present and described the changes that had been made in the proposal and what implementation activities had occurred since the committee's last report to the Board. Board members asked questions regarding the proposal which were answered by members of the committee. Several Board members expressed concern regarding the district's ability to include the program in the 1994-95 district budget.

After further discussion the Board took the following action.

MOTION TO APPROVE 1994-95 STUDENT ADVOCACY PROGRAM

Motion by Mrs. McConachie, seconded by Mrs. Hoffenberg, to tentatively approve the 1994-95 student Advocacy program proposal as described in the document entitled "Revised Advocacy Proposal to the Board of Education" dated June 27, 1994, pending administrative explanation of how the program budget will be included in the 1994-95 district budget.

Upon calling of the roll:

aye: none

nay: Conlin, Goldstein, Hoffenberg, Lyons, McConachie, Bubak

Motion failed.

The Board then took the following action.

MOTION TO APPROVE 1994-95 STUDENT ADVOCACY PROGRAM

Motion by Mrs. McConachie, seconded by Mrs. Hoffenberg, to approve the 1994-95 student Advocacy program proposal as described in the document entitled "Revised Advocacy Proposal to the Board of Education" dated June 27, 1994, subject to the administration identifying \$100,000 in reductions in the 1994-95 district budget.

Upon calling of the roll:

aye: Bubak, Conlin, Goldstein, Hoffenberg, McConachie

nay: Lyons

Motion carried.

Note: See attached agenda item #5.

RECESS

Mr. Lyons announced a five minute recess of the Board meeting.

DISCUSSION REGARDING HEALTH AND DENTAL INSURANCE RATES FOR 1994-95

Mr. Bubak indicated that the finance committee had reviewed and recommended for approval the health and dental insurance rates proposed by Dr. Schilling. Dr. Schilling described the rationale for the proposed 4% increase in rates and answered questions from Board members. After discussion the Board took the following action.

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MOTION TO APPROVE HEALTH AND DENTAL INSURANCE RATES FOR 1994-95

Motion by Mr. Bubak, seconded by Mrs. McConachie, to approve the health and dental insurance rates for 1994-95 as outlined in Dr. Schilling's memorandum dated June 24, 1994.

Upon calling of the roll:

aye: Conlin, Goldstein, Hoffenberg, Lyons, McConachie, Bubak

nay: none

Motion carried.

Note: See attached agenda item #6.

DISCUSSION REGARDING CONTRACTS FOR INSURANCE COVERAGE

Mr. Bubak indicated that the finance committee had reviewed and recommended for approval the contracts for life insurance as proposed by Dr. Schilling. The Board then took the following action.

MOTION REGARDING CONTRACTS FOR INSURANCE COVERAGE

Motion by Mr. Bubak, seconded by Dr. Conlin, to approve the contracts for insurance coverage as outlined in Dr. Schilling's memorandum dated June 24, 1994.

Upon calling of the roll:

aye: Goldstein, Hoffenberg, Lyons, McConachie, Bubak, Conlin

nay: none

Motion carried.

Note: See attached agenda items #7.

DISCUSSION REGARDING TRAVEL REIMBURSEMENT PROCEDURES

Mr. Bubak indicated the finance committee had reviewed and recommended for approval the travel reimbursement procedures developed by Dr. Schilling. Mr. Bubak and Dr. Schilling described the procedures. The Board revised one statement in the procedures to read "Lodging expenses for conferences should not exceed single occupancy conference rate at the headquarter hotel." After discussion, the Board took the following action.

MOTION TO APPROVE TRAVEL REIMBURSEMENT PROCEDURES

Motion by Mr. Bubak, seconded by Mrs. McConachie, to approve the travel reimbursement procedures as outlined in Dr. Schilling's memorandum dated June 24, 1994, and revised as indicated above.

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

Motion carried.

Note: See attached agenda item #8.

MOTION TO APPROVE CONSENT AGENDA

The president asked if any Board member wished to have any item removed from the consent agenda for a separate vote. Board members requested to have items #1, #2, #3, #9, #10, & #11 removed from the consent agenda.

Motion by Dr. Conlin, seconded by Mr. Bubak, to approve the following items on the consent agenda:

1.) to authorize Teacher Retirement System (TRS) contributions for summer school teaching for Richard Goodspeed.

2.) to approve the "Application for Extension of Time" for Life Safety Survey Amendment No. 3, Glenbrook South High School.

3.) to approve the "Application for Extension of Time" for Life Safety Amendment No. 4, Glenbrook North High School.

4.) to approve the resolution to establish the prevailing wage rate and to approve the prevailing wage rate.

5.) to adopt the "Resolution Authorizing and Directing the Transfer of Interest from the Working Cash Fund to Education Fund."

6.) to adopt the "Resolution Authorizing and Directing the Transfer of Interest from the Transportation Fund to Education Fund."

Upon calling of the roll on the consent agenda:

aye: Bubak, Conlin, Goldstein, Hoffenberg, Lyons, McConachie

nay: none

Motion carried.

Note: See attached agenda item #9

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**DISCUSSION REGARDING THE PAYMENT OF VENDOR BILLS, SUPPLEMENTAL BILLS,
REIMBURSEMENT OF REVOLVING FUND AND PAYROLL**

Mr. Bubak requested that invoice #31201 on page 105 of the vendor bill list be delayed until the Board receives additional information on the item. After discussion the Board took the following action.

**MOTION TO APPROVE PAYMENT OF VENDOR BILLS, SUPPLEMENTAL BILLS,
REIMBURSEMENT OF REVOLVING FUND AND PAYROLL**

Motion by Mr. Bubak, seconded by Mrs. Hoffenberg, to approve the following:

1.) approve the issuance of vendor check Nos. 092020 through 092604, in the amount of \$1,633,152.25, as listed on the attached check list dated June 27, 1994, including voided checks Nos. 092576, 092577 and 092578, with the exception of the check for invoice #31201 for \$2,885.60.

2.) to approve the reissuing of replacement checks and to ratify the issuance of advance checks totalling \$154,810.44, canceled checks totaling \$84.31 for a net of \$154,726.13 as shown on the attached supplemental bill list dated June 23, 1994.

3.) to approve the reimbursement of the Revolving Fund disbursements for the month of May, 1994, in the amount of \$56,712.78 represented by checks No. 059588 through 059940, voided checks No. 059589 through 059597, 059676 through 059682, 059772 through 059779, and 059840 through 059845.

4.) to ratify the issuance of payroll checks Nos. 73407 through 74177, 74330 through 74332, 74334 through 74337 and 74911 through 75232 inclusive totaling \$2,742,756.42. With adjustments of (\$298.90) the gross payroll for the month of May, 1994 was \$2,742,457.52.

Upon calling of the roll:

aye: Goldstein, Hoffenberg, Lyons, McConachie, Bubak, Conlin

nay: none

Motion carried.

Note: See attached agenda item #9

DISCUSSION REGARDING BOARD PAYMENT OF 1/2 OF TEACHER RETIREMENT SYSTEM (TRS) PAYMENTS FOR INSTRUCTIONAL SUPERVISORS IN LIEU OF 1994-95 SALARY INCREASES

Mr. Bubak proposed that the Board pay 1/2 of 8% TRS payments for instructional supervisors in lieu of the 4% salary increase previously approved by the Board. Supervisors' work year would be 20 days longer than the teachers' work year or 203 days. In addition, supervisors would continue to receive per diem salary at a rate not less than what the individual supervisor would receive as a teacher. Several Board members asked for additional information and staff analysis concerning the proposal. After discussion, the Board took the following action.

MOTION REGARDING BOARD PAYMENT OF 1/2 OF TEACHER RETIREMENT SYSTEM (TRS) PAYMENTS FOR INSTRUCTIONAL SUPERVISORS IN LIEU OF 1994-95 SALARY INCREASES

Motion by Mr. Bubak, seconded by Mrs. McConachie to approve the salary arrangement for instructional supervisors as described above.

Upon calling of the roll:

aye: Hoffenberg, McConachie, Bubak,

nay: Lyons, Conlin, Goldstein

Motion failed.

DISCUSSION REGARDING THE EMPLOYMENT OF COMMUNICATIONS TECHNOLOGY GROUP (CTG)

Mr. Goldstein and other members of the Board asked questions regarding utilizing CTG to review the telecommunications network proposal. Dr. Schilling and Dr. Herrick responded to the questions. After discussion, the Board took the following action.

MOTION TO APPROVE THE EMPLOYMENT OF COMMUNICATIONS TECHNOLOGY GROUP (CTG) FOR REVIEW OF TELECOMMUNICATIONS NETWORK PROPOSAL

Motion by Mr. Goldstein, seconded by Mrs. McConachie, to employ Communications Technology Group (CTG), Inc., 6600 N. Lincoln, Suite 306, Lincolnwood, IL 60645, to manage the implementation of the district's telecommunications network system in an amount not to exceed \$16,120.

Upon calling of the roll:

aye: Lyons, McConachie, Bubak, Conlin, Goldstein, Hoffenberg

nay: none

Motion carried.

**DISCUSSION REGARDING PURCHASE OF DRIVER EDUCATION SIMULATORS FOR
GLENBROOK NORTH**

Mr. Lyons asked how the purchase of simulators would be funded. Dr. Schilling indicated that \$48,000 of the \$79,005 purchase price would be taken from existing budgets and the source of the remaining amount is yet to be determined. Mr. Bubak indicated that the purchase of the simulators had been reviewed and recommended for approval by the finance committee. The Board then took the following action.

**MOTION TO APPROVE PURCHASE OF DRIVER EDUCATION SIMULATORS FOR GLENBROOK
NORTH**

Motion by Mr. Goldstein, seconded by Mr. Bubak, to approve the purchase of drivers education simulators from Doron Precision Systems, Inc., 6655 Timberline Ln., Rockford, IL 61108, in the amount of \$79,005.00 for Glenbrook North.

Upon calling of the roll:

aye: Hoffenberg, Lyons, McConachie, Bubak, Conlin, Goldstein

nay: none

Motion carried.

Note: See attached agenda item #9

**DISCUSSION REGARDING NORTHERN SUBURBAN SPECIAL EDUCATION DISTRICT
(NSSED) BUDGET FOR FY'95**

Dr. Conlin reviewed the proposed NSSED budget and described several items in the budget. The Board then took the following action.

**MOTION TO APPROVE NORTHERN SUBURBAN SPECIAL EDUCATION DISTRICT
(NSSED) BUDGET FOR FY'95**

Motion by Mr. Goldstein, seconded by Mrs. McConachie, to approve the FY'95 North Suburban Special Education District (NSSED) budget as outlined in David Peterson's memorandum dated June 23, 1994.

Upon calling of the roll:

aye: Lyons, McConachie, Bubak, Conlin, Goldstein, Hoffenberg

nay: none

Motion carried.

Note: See attached agenda item #9

OTHER

Dr. Conlin cited a new federal law which will prohibit tobacco smoking in all school facilities used by students as of January 1, 1995.

Dr. Conlin asked when the Board would receive the draft substance abuse policy and procedures. Dr. McGrew responded that the staff will be working on the draft during the coming week.

Board members discussed requests made to the district under the Freedom of Information Act and requested to receive a copy of the Act and the Board's policy and procedures relative to the Act.

REVIEW AND SUMMARY OF BOARD MEETING

Mr. Lyons conducted a review and summary of the Board meeting.

MOTION TO MOVE INTO CLOSED SESSION

Motion by Mr. Bubak, seconded by Mrs. Hoffenberg, to move into closed session at approximately 10:15 p.m. to consider information regarding appointment, employment, or dismissal of an employee.

Upon calling of the roll:

aye: Conlin, Goldstein, Hoffenberg, Lyons, McConachie, Bubak

nay: none

Motion carried.

The Board returned to open session at approximately 10:35 p.m.

MOTION TO APPROVE RESIGNATIONS AND APPOINTMENTS

Motion by Mr. Bubak, seconded by Mrs. McConachie, to approve the following resignations and appointments:

1.) to approve the resignations of the following certificated staff as recommended by the director of personnel:

RESIGNATIONS

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>
ADAMS, Jeanette	Instructor	End of 1993-94 School year	Evening High School
CARLSON, Patricia	Special Education Instructional Supervisor	6/30/94	North

2.) to approve the resolution entitled, "Resolution to Accept Becky Knappek's Resignation As A Teacher in the School District."

3.) to approve the resignations of the following non-certificated staff as recommended by the director of personnel:

RESIGNATIONS

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>
KALLESES, Thomas	Paraprofessional	6/16/94	North
JOHN, Davis	Paraprofessional	6/13/94	North
SCANLON, Catherine	Paraprofessional	6/14/94	South
UNTERBERGER, Kim	Paraprofessional	6/15/94	South

4.) to approve the following appointments of certificated staff as recommended by the director of personnel:

APPOINTMENTS

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>	<u>SALARY</u>
BAXTER, Susan (rep. J. Stark)	Special Education Instructor	1994-95 School Year	North	BA+15 Step 1

SKLAR, Teri L. (rep. C. Buresh special leave)	Special Education Instructor	1994-95 School Year	South	MA, Step 4 (1st Semester only)
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Upon calling of the roll:

aye: Conlin, Goldstein, Hoffenberg, Lyons, McConachie, Bubak

nay: none

Motion carried.

Note: See attached agenda item #9

ADJOURNMENT

Motion by Mr. Bubak, seconded by Mr. Goldstein, to adjourn the meeting at approximately 10:35 p.m.

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

Motion carried.

* Means Bubak, Conlin, Hoffenberg, Lyons, and McConachie all voted aye.

** Means Bubak, Conlin, Goldstein, Hoffenberg, Lyons, and McConachie all voted aye.

CERTIFIED TO BE CORRECT:

PRESIDENT - BOARD OF EDUCATION

SECRETARY - BOARD OF EDUCATION

NEXT REGULAR BOARD MEETING: JULY 11, 1994
7:30 P.M.

Glenbrook Administration Bldg.
1835 Landwehr Road
Glenview, Illinois