

**MINUTES OF REGULAR MEETING,
BOARD OF EDUCATION, SCHOOL
DISTRICT #225, COOK COUNTY,
ILLINOIS, DECEMBER, 17, 2001**

A regular meeting of the Board of Education, School District No. 225 was held on Monday, December 17, 2001, at approximately 7:40 p.m. at the Glenbrook High Schools Administration Building 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: Beyne, Long, Olson, Shaer. Absent: Matsakis, Rogal, Torf. Note: Mr. Matsakis arrived at approximately 7:45 p.m. and Mrs. Torf arrived at approximately 9:10 p.m. Also present: Freeman, Hales, Helander-Heiser, Lacivita, Perisho, Schilling, Smith.

RECOGNITION OF COMMUNITY VISITORS

Vice president Long asked if any community visitors wished to be recognized. No member of the audience requested to address the Board.

INTRODUCTION OF STUDENTS & STAFF WHO EXCEL

The Board recognized Glenbrook North teacher and Key Club co-sponsor, Jerry Hoynes, and students, Jenny Welbel, Jordan Bronfeld, Brian Kerschner, and Blake Roter, who shared their community service involvement through the Key Club and Interact Club at Glenbrook North. The Board commended these students and their fellow club members for their outstanding community service participation.

BOARD AND SUPERINTENDENT REPORTS

Dr. Hales reminded the Board members about the Northfield Township Joint Boards Dinner, which will be held Wednesday, January 16, at the Glen Club. Congressman Mark Kirk will be the guest speaker on federal education issues. Representative Beth Coulson and Senator Kathy Parker will also be attending and will provide brief updates regarding the state legislative prospective on education.

Dr. Hales announced that the finance committee will meet on Tuesday, January 8, 2002 at 3:30 p.m.

Dr. Hales provided an update on the air quality testing at Glenbrook North.

Mr. Olson reported on the finance task force, which is comprised of Mr. Olson and Mr. Matsakis. He stated that the initial purpose of the task force was to suggest answers to the following questions.

1. What ought to be the role, structure, and format for a standing Board finance committee?
2. What types and in what timeframe should financial information be provided to the Board?
3. What specific actions or outcomes should be completed by the superintendent and/or other district administrators by June 30, 2002?

PUBLIC HEARING ON PROPOSED 2001 TAX LEVY

The vice president declared the public hearing open on the proposed 2001 tax levy.

Mr. Art Wulf addressed the Board and made the following points regarding financial oversight of district funds:

- He was confused regarding the role of the finance committee, noting that in the past the entire Board served as a finance committee.
- He suggested that in the future the hearing on the tax levy be scheduled prior to the date of its adoption.
- He emphasized that while the educational program is important, so are district finances, and he urged Board members to scrutinize financial requests carefully.

No other member of the audience requested to address the Board.

The vice president declared the public hearing closed on the proposed 2001 tax levy.

DISCUSSION REGARDING PROPOSED 2001 TAX LEVY

Board members had received copies of the tax related resolutions and certificate in their Board packets. After Dr. Schilling responded to several clarifying questions, the Board took the following action.

MOTION TO APPROVE RESOLUTION PROVIDING FOR LEVY OF TAXES FOR THE YEAR 2001

Motion by Mr. Matsakis, seconded by Mrs. Beyne, to approve the resolution entitled: "Resolution of Northfield Township High School District #225, Cook County, Illinois Providing for the Levy of Taxes for the Year 2001," "Resolution to Levy Certain Special Taxes," "Resolution to Instruct County Clerk How to Apportion 2001 Tax Levy," and "Certificate of Tax Levy."

Upon calling of the roll:

aye: Beyne, Long, Matsakis, Olson, Shaer

nay: none

Motion carried.

Note: See attached agenda items #6.1, 6.2, and 6.3.

DISCUSSION REGARDING EXTENSION OF STUDENT TRANSPORTATION CONTRACT

Dr. Hales and Dr. Schilling reviewed the proposed two-year extension for transportation services with Alltown Bus Services, Inc. The proposal calls for a 4% increase in 2002-2003 and a 5% increase in 2003-2004. There will be no escalation costs for fuel or insurance, but a penalty clause will be included for charter trips. In addition, quality control meetings will be held between district staff and Alltown representatives at least quarterly, and more frequently if needed.

During discussion Board members raised questions regarding the penalties, the monitoring of charter trips, and website enrollment and payment procedures. Mr. Matsakis noted that the proposed agreement seemed to address the district goals of reasonable costs, lower administrative fees, and web-based enrollment.

After discussion the Board took the following action.

MOTION TO APPROVE EXTENSION OF STUDENT TRANSPORTATION CONTRACT

Motion by Mrs. Beyne, seconded by Mr. Matsakis to approve the district's current transportation contract with Alltown Bus Services, Inc., 7302 North St. Louis, Skokie, IL, for two additional years as recommended by the administration and as described in the Alltown letter to Mr. Rainier dated November 28, 2001, subject to the 90 day right to terminate the contract at the discretion of the Board.

Upon calling of the roll:

aye: Long, Matsakis, Olson, Shaer, Beyne

nay: none

Motion carried.

Note: See attached agenda item #7

MOTION TO APPROVE CONSENT AGENDA

Mrs. Long asked if any Board member wished to have an item removed from the consent agenda for a separate vote. No Board member requested to have any item removed from the consent agenda.

Motion by Mr. Olson, seconded by Mr. Shaer, to approve the following items on the consent agenda:

1.) the minutes of the regular Board meeting of November 26, 2001, and special and closed session minutes of December 3, 2001.

2.) a two-fifths special leave of absence without pay for Jenny Jordan, English teacher at Glenbrook North beginning on the day she is able to return to work following the birth of her child until the end of the 2001-2002 school year.

3.) the resignation of the following certificated staff as recommended by the director of human resources:

RESIGNATION & RETIREMENT UNDER THE EARLY RETIREMENT OPTION (ERO)

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>
SHANE, Ludmila	Foreign Language Instructor	End of 2001-02 School Year	North

12/17/01

4.) the appointment of the following certificated staff as recommended by the director of human resources.

APPOINTMENTS

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>	<u>SALARY</u>
KLASEN, John	Guidance Counselor	2002-2003 School Year	South	BA+15, Step 2
ZIMMERMAN, Gwendolyn	Mathematics Instructor	2002-2003 School Year	South	MA+45, Step 9

5.) the appointment of the following educational support staff as recommended by the director of human resources.

APPOINTMENTS

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>	<u>SALARY</u>
HERRERA, Ismania (new position)	Instructional Assistant	12/4/01	South	13.53/hr.
TAN, Lisa (new position)	Project Specialist	12/3/01	Admin.	23.21/hr.

6.) the reimbursement of the revolving fund for employees for the month of November in the amount of \$51,147.68 represented by checks No. 1945 through 1984, 2009 through 2061, 2095, 2096, 2099, 2100, 2169 through 2250, and 2307 through 2353.

7.) the reimbursement of the revolving fund for vendors for the month of November in the amount of \$60,581.77 represented by checks No. 1985 through 2008, 2062 through 2094, 2097, 2098, 2102 through 2168, 2251 through 2306, and 2354 through 2553.

8.) the issuance of vendor checks Nos. 2327 through 2644 in the amount of \$3,274,967.31 as listed on the attached check register dated December 12, 2001.

9.) the issuance of vendor check for wellness No. 2645 in the amount of \$5,050.00 as listed on the attached check register dated December 12, 2001. Voided check Nos. 2369 through 2421 in the amount of \$144.00 as listed on the attached check register dated December 12, 2001.

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12/17/01

10.) to accept the following gifts:

<u>Gift From</u>	<u>Amount or Item</u>	<u>School</u>	<u>Department</u>
Kenilworth Garden Club	\$300.00	GBN	Music
Countryside Association	\$200.00	GBN	Music
Northbrook Woman's Club Foundation	\$100.00	GBN	Music
Friendship League of Northbrook	\$75.00	GBN	Music
Covenant Retirement Communities	\$50.00	GBN	Music
Glenview Optimist Club	\$1,000.00	GBS	Student Activities
Pflag Glenview	\$800.00	GBS	Student Activities
Target	\$340.19	GBS	Student Activities
Seymour Newman	\$50.00	GBS	Student Activities

11.) the differential responsibilities assignments for 2001-2002 as indicated in Mrs. Helander-Heiser's memorandum dated December 12, 2001.

Upon calling of the roll:

aye: Matsakis, Olson, Shaer, Beyne, Long

nay: none

Motion carried.

Note: See attached agenda item #8

DISCUSSION REGARDING BOARD POLICIES (SEVENTH SET)

Dr. Hales presented several policies and procedures from the "Students" section of the Board policy manual and addressed questions and comments from Board members. Dr. Hales will investigate the concerns raised, revise the policies as appropriate, and present them for approval at the January 14, 2002 meeting.

Note: See attached agenda item #9

UPDATE ON KEY INITIATE: PRESENTATION REGARDING ACRUX SOFTWARE

Mr. Dennis Batchos, President of ACRUX, provided a status report to the Board on the implementation of the new district administrative software package. He, along with Dr. Schilling, addressed Board members' questions and concerns regarding the partnership between ACRUX and the district, as well as the implementation timetable. Following discussion, the Board requested an updated implementation timetable. Mr. Batchos and Dr. Schilling will provide an updated timetable for the Board.

DISCUSSION REGARDING ADMINISTRATION OF THE PRAIRIE STATE EXAMINATION ON APRIL 24 & 25, 2002

Mr. Lacivita presented several options for the administration of the required Prairie State Achievement Exam. Mr. Lacivita noted that the administration is recommending that the Board approve the same examination schedule that the Board approved last year, which would include the following arrangements:

- Wednesday, April 24 - - juniors would attend the entire day with testing in the morning and classes in the afternoon; other students would attend for the afternoon session only.
- Thursday, April 25 - - juniors would attend for testing until approximately 1:30 p.m.; other students would not attend on this day.
- Staff members not involved in proctoring examinations would be involved in professional development activities on both days.

Mr. Lacivita noted that this schedule provides optimal conditions for our students to take this "high stakes" exam. In addition, he noted that this schedule allows the district to adhere to the state's administrative regulations.

With the revised calendar, the district will still exceed the minimum number of instructional days required by the state. The Board will be asked to approve a special waiver for this schedule, and a waiver hearing will be included on the January 14, 2002 meeting agenda.

Note: See attached agenda item #11

DISCUSSION REGARDING STUDENT TRANSPORTATION FEES FOR 2002-2003

Dr. Schilling provided a recommendation and options for student transportation fees for the 2002-2003 school year. Based on projected ridership and maintaining current subsidy levels, Dr. Schilling's recommendation calls for an increase of \$40.00 per bus pass, or an average of approximately 8%. He also noted that his projection was based on the district's practice of allowing juniors to drive to school and maintaining the cost of a parking pass at its current level.

During discussion, Board members supported the need for the district to provide transportation service for students, as well as the need to provide adequate parking space for juniors and seniors if possible. Several Board members, however, felt that the cost of a parking pass was too low compared to the cost of a bus pass, and it was suggested that the cost of a parking pass be increased substantially to discourage students from driving and to help offset the rising cost of bus transportation. Dr. Schilling will present a proposal involving parking fees for the Board's consideration at the January 14, 2002 meeting.

Note: See attached agenda item #12

DISCUSSION REGARDING MASTER BOARD CALENDAR

Mr. Lacivita requested discussion of the master Board calendar that is distributed to the Board at each meeting. Overall the Board members felt the document was beneficial in that it helped eliminate surprises and kept issues from "falling through the cracks." There was some discussion as to whether the document could be provided in an electronic format, but most Board members felt the hard copy was beneficial.

Note: See attached agenda item #13

REVIEW AND SUMMARY OF BOARD MEETING

Mrs. Long reviewed a summary of the Board meeting as follows.

- > The revised Board policies will be submitted to the Board at its next meeting with the suggested revisions.
- > An updated implementation timetable regarding the ACRUX software development will be provided the Board.
- > The bus fee and parking fee proposals will be on the next Board agenda.

