

**MINUTES OF SPECIAL MEETING,  
BOARD OF EDUCATION, SCHOOL  
DISTRICT #225, COOK COUNTY,  
ILLINOIS, MAY 5, 2003**

A special meeting of the Board of Education, School District No. 225 was held on Monday, May 5, 2003, at approximately 7:35 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: Boron, Matsakis, Rogal, Shaer, Torf. Absent: \*Babb, Shein. Also present: Dill-Varga, Hales, Freeman, Lanz, Riggle, Smith.

\* Mr. Babb participated via telephone conference call.

**APPROVAL OF AGENDA FOR THIS MEETING**

Motion by Mrs. Torf, seconded by Mr. Boron, to approve the agenda for this meeting.

Upon calling of the roll:

aye: Boron, Matsakis, Rogal, Shaer, Torf

nay: none

Motion carried.

**RECOGNITION OF COMMUNITY VISITORS FOR COMMENTS LIMITED TO TOPICS ON THIS AGENDA**

President Rogal asked if any community visitors wished to be recognized. No members of the audience requested permission to address the Board.

**FOCUS ON EDUCATION DISCUSSION**

Mrs. Rogal indicated that with Board approval Tina Tapas, graduate student in Education from National Louis University, would be videotaping the meeting; she would be using segments for an assignment in her History of Education class.

**PROGRESS REPORT ON FOREIGN LANGUAGE ARTICULATION AMONG  
TOWNSHIP SCHOOLS**

Dr. Hales summarized the mission set forth by township superintendents about three years ago as they articulated the purpose for a series of K-12 articulation projects in foreign language, language arts, mathematics, science, and social studies. The goal is to bring together teachers and curricular supervisors to examine and come to consensus on the core concepts and standards in courses that directly connect feeder schools to both high school programs. Last spring the Board heard from the Northfield Township Mathematics articulation project. Tonight's presentation featured the Foreign Language instructional supervisors, Mrs. Ann Koller (Glenbrook North) and Mr. Daniel Doak (Glenbrook South).

Mrs. Koller thanked the Board for the opportunity to report on the present status of the work of this committee. Twenty-four teachers, comprised of 1-3 teachers from eight feeder schools (including some private schools) and four from each high school, make up the roster. These teachers represent the four courses taught at the high school (French level one and two and Spanish level one and two).

Mr. Daniel Doak explained that this year they have identified the content goals and applications of learning for these four courses set against the context of the Illinois Learning Standards and the standards of the American Council on the Teaching of Foreign Languages. These goals have been expressed in terms of learner outcomes and content representing the core skills and knowledge required for successful completion of the first and second year of French or Spanish. Adherence to these goals will ensure a successful transition from 8<sup>th</sup> to 9<sup>th</sup> grade French or Spanish.

Board members asked questions about this collaborative process, the effect it might have on textbook selections, and related placement issues. Dr. Hales and the foreign language instructional supervisors further explained the routine collaborative activities and school visits that both high schools organize with their feeder school counterparts during a normal year that often address these issues.

Board members expressed appreciation for the fine work produced by the committee thus far and is looking forward to the recommendations coming next September after the committee completes its work.

Mr. Babb left the conference call connection at about 8:30 p.m.

The Board took a ten minute break.

### EDUCATIONAL PLANNING PROCESS

Dr. Michael Riggle provided introductory comments for the educational planning process. This process was fine-tuned by a committee comprised of the two principals and the two associate principals for curriculum from Glenbrook North and Glenbrook South. He identified that during the past year, pertinent existing Board policies had been reviewed and edited, administrative responsibilities for this process had been delineated, and timeframes had been created to bring into alignment the curriculum planning strategy with various other district processes, especially the budget process. He stressed the importance of balancing the continuing collaboration and consistent practice between the two high schools with the necessity of protecting the creative autonomy of each building, long a hallmark of Glenbrook's excellence.

Mr. David Smith used the circular flowchart in the Board member's packets to illustrate the process and timeline for systemic curricular review. Instructional Supervisors would be asked to review 20% of their curricula each year so that at the end of five years a review of the entire curriculum in both buildings could be completed. The process for proposing curricular changes was explained with an eye for how it related to the budget process already in place.

Mrs. Barbara Dill-Varga provided an overview of the curriculum planning strategy, as well as the changes made by the committee. Ms. Ellyn Lanz reviewed the textbook selection policies with the Board, noting revisions recommended from the committee.

Board members suggested the principals provide clarification that the process of review of the entire curriculum would be completed within a five year period, 20% each year. They also expressed interest in a framework that encouraged both buildings' departments to be reviewing similar sections of their curriculum to encourage both vertical and horizontal articulation.

The educational plan also included curricular initiatives representing some combined initiatives addressing common needs at both schools as well as initiatives that specifically address a particular school's needs. Ms. Lanz reviewed the initiative entitled, High School 101 and the initiative for Foreign Language Labs. Dr. Riggle and Mr. Smith related to the Board that while the need to replace these labs would become critical in the next 2-3 years, further work needed to be done on this proposal to clarify how the labs would be used and what technology and equipment would be necessary, at a minimum, to address those needs. Bringing this initiative forward this evening was simply to give advance notice to Board members of this upcoming proposal. The Board discussed some alternative solutions which might be considered as the work continues to develop this proposal.

5/5/03

Dr. Riggle and Mr. Smith provided highlights of many initiatives addressing a variety of staffing needs for programs supporting at-risk student populations and English as a Second language (ESL) populations in both buildings. They expressed concern that recent budgeting restrictions would cause the staffing for these important initiatives to be eliminated during a time when school safety and security were of paramount importance. Mrs. Dill-Varga added her concerns that these initiatives were essential to address improving student achievement levels as designated by the No Child Left Behind Act. Discussion centered on the status of the process for determining allocations for staffing in each building. Mr. Smith and Dr. Riggle related that they had worked hard to identify areas in which to reduce staffing and had begun to eliminate some programs. They described that their top priority had to be the maintenance of the integrity of the core curricular program in both schools.

They both indicated that the At Risk and ESL initiatives could be fulfilled with an additional 1.0 FTE per building. Mr. Matsakis asked if the final staffing allocations had been determined and approved by the Board. Dr. Hales related that he was working with building principals to design some proposals to bring back to the Board to address these concerns and to seek their approval for final building FTE. Mr. Matsakis stated that the Board should be strong advocates for the At-Risk and English as a Second Language populations.

The Board expressed appreciation for the time and energy spent by all involved with the educational planning process documents. They stated that their goal for school collaboration had been met and that they would look forward to reviewing the future proposals.

ADJOURNMENT

Motion by Mrs. Torf, seconded by Mr. Matsakis, to adjourn the meeting at approximately 10:10 p.m.

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

Motion carried.

\* Means Boron, Matsakis, Rogal, Shaer, and Torf all voted aye.

CERTIFIED TO BE CORRECT:

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PRESIDENT - BOARD OF EDUCATION

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SECRETARY - BOARD OF EDUCATION

NEXT REGULAR MEETING: May 12, 2003  
7:30 P.M.

Glenbrook Admin. Bldg.  
1835 Landwehr Road  
Glenview, Illinois