

**MINUTES OF REGULAR MEETING,
BOARD OF EDUCATION, SCHOOL
DISTRICT #225, COOK COUNTY,
ILLINOIS, JULY 26, 2004**

A regular meeting of the Board of Education, School District No. 225 was held on Monday, July 26, 2004, at approximately 7:32 p.m. at the Glenbrook High Schools Administration Building, pursuant to due notice of all members and the public.

President Rogal called the meeting to order. Upon calling of the roll, the following members answered present: Boron, Long, Rogal, Shein. Absent: Matsakis, Shaer, Torf. Also present: Dill-Varga, Freeman, Hales, Schilling, Siena.

APPROVAL OF AGENDA FOR THIS MEETING

Motion by Mrs. Long, seconded by Mr. Shein, to approve the agenda for this meeting.

Upon calling of the roll:

aye: Boron, Long, Rogal, Shein

nay: none

Motion carried.

Mrs. Torf arrived at 7:33 p.m.

RECOGNITION OF COMMUNITY VISITORS

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

Mr. Matsakis arrived at 7:38 p.m.

BOARD AND SUPERINTENDENT REPORTS

Dr. Hales updated the Board on the progress of the implementation of the student software package, commending Mrs. Debbie Perisho and her leadership team for their efforts on this initiative.

Dr. Hales provided an update on the process for hiring a new principal at Glenbrook South, indicating that focus groups were presently meeting under the direction of Mrs. Vickey Helander-Heiser to identify desirable characteristics for future applicants.

Mrs. Dill-Varga informed the Board of a recent \$50,000 Smaller Learning Communities grant obtained through her efforts with the Network for Closing the Achievement Gap consortium.

Dr. Schilling updated the Board on information gained at a recent meeting, regarding the Glen TIF.

Mrs. Torf updated the Board on details from a recent NSSED meeting. She asked that a review of our ethics policy be undertaken to be sure that we were in compliance with recent mandates, a process NSSED had just completed. She also referred to several statistical surveys providing details about our usage of NSSED and related budget items. Copies will be made for board members.

Mrs. Rogal updated the Board on the July 14 EDC (Economic Development Committee) meeting she attended. She also asked board members to mark their calendars for October 27, 2004, the confirmed date of the Joint Township School Boards Dinner to be held at The Glen Club.

MOTION TO APPROVE CONSENT AGENDA

Mrs. Rogal 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 an item removed from the consent agenda for a separate vote.

Motion by Mr. Boron seconded by Mrs. Torf, to approve the following items on the consent agenda:

- 1.) the Open and Closed Session Minutes from the July 7, 2004 Regular Board Meeting.
- 2.) the appointments of the following educational support staff contained in Mrs. Helander-Heiser's memorandum dated July 21, 2004.

APPOINTMENTS

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>	<u>SALARY</u>
Bates, Matthew (New Position)	Instructional Assistant	08/23/2004	GBS	\$13.35
FLICKINGER, Susan (Repl. A. Guenther)	Instructional Assistant	08/23/2004	GBS	\$14.02

PETERSON, Kristin (New Position)	Instructional Assistant	08/23/2004	GBS	\$13.35
PETERSON, Joan (New Position)	Instructional Assistant	08/23/2004	GBS	\$14.02
PRINCE, Heather (Repl. D. Serak)	Clerical	07/26/2004	GBN	\$16.92

CHANGES

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>	<u>SALARY</u>
SAEKS, Randall (.5 to 1.0 FTE)	Support Tech.	07/12/2004	GBN	\$22.59

3.) the resignation of the following educational support staff:

RESIGNATIONS

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>
HALLORAN, Michael	Maintenance	06/30/2004	GBS
SZPISJAK, Michael	Support Tech.	07/23/2004	GBS

3.) the issuance of Vendor Checks Nos. 15162 through 15322 in the amount of \$1,294,640.18 as listed on the attached check register dated July 2, 2004.

4.) the issuance of Vendor Checks Nos. 15330 through 15480 in the amount of \$498,921.81 and Vendor Checks Nos. 15486 through 15490 in the amount of \$734,560.60 as listed on the attached check register dated July 26, 2004.

5.) The acceptance of the following gifts:

Gift From	Amount or Item	School	Department
Glenview Optimist Club	\$2,000.00	GBS	2003-2004 Scholarships
Hooper Jones	\$100.00	GBS	Douglas Kornelly Memorial Fund

6.) The Award of Bid: Copy Paper as contained in Kim Ptak's memorandum dated July 26, 2004.

Upon calling of the roll:

aye: Boron, Long, Matsakis, Rogal, Shein, Torf.

nay: none

Motion carried.

DISCUSSION: AWARD OF BID: GBS WOOD SHOP IMPROVEMENTS

Dr. Schilling presented information to the Board about the deteriorating condition of the Glenbrook South Wood Shop. He explained that the existing dust collection and ventilation system does not have sufficient capacity to remove the dust produced by the equipment and thus presents an unhealthy environment for staff and students. This Award of Bid for a total of \$207,934 would provide a new dust collector and rooftop air-handling unit. He indicated that the district was under budget for all other work contracted this summer to date by \$274,000 so this new bid could be covered. Board discussion centered on the necessity of the work, the timing of the late request, and whether the bid included all necessary duct work. Dr. Schilling assured the board that the work was needed and would have been recommended as an emergency allocation from district contingencies if sufficient funds had not been available in the Life Safety fund.

MOTION TO APPROVE THE AWARD OF BID: GBS WOOD SHOP IMPROVEMENTS

Motion by Mrs. Torf, seconded by Mr. Boron to approve the Award of Bid: GBS Wood Shop Improvements as contained in Agenda Item #6.

Upon calling of the roll:

aye: Boron, Long, Rogal, Shein, Torf

nay: none

abstention: Matsakis

Motion carried.

Mr. Shaer arrived at 8:50 p.m.

DISCUSSION: THE ESCROW SUBSTITUTION SERIES 2000C BONDS

Dr. Schilling presented information on the Series 2002 and Series 2003 refunding escrow accounts to the Board regarding an opportunity to exchange low yielding securities for higher level securities which would produce savings for the District. He asked the Board to approve an escrow substitution resolution setting a minimum combined target for net savings to the District of \$100,000. Mr. Matsakis asked what the implications to our future flexibility would be if the board took such an action. Dr. Schilling said that he would bring information to the next meeting regarding this question, delaying his request for a vote until that time.

DISCUSSION: ADOPTION OF A TENTATIVE 2004-2005 BUDGET

Dr. Schilling presented a tentative 2004-2005 budget to the Board for discussion and adoption. He answered initial questions from the Board noting that further opportunities for clarification would be at the August 16, 2004 regular board meeting as well as the Focus on the Budget special board meeting on August 30, 2004. He reminded the Board that Illinois School Code requires the adoption of a Tentative Budget, a published notification of the same, making it available for public inspection for a period of not less than 30 days, and holding a public hearing prior to adoption. The budget must be adopted in final form by the Board of Education no later than September 30, 2004. The Board appreciated the new format, but requested that departmental enrollment figures and certified staffing FTE be added to each departmental budget section. The Board also requested that explanatory footnotes be included regarding major budget variances.

MOTION TO APPROVE THE ADOPTION OF A TENTATIVE 2004-2005 BUDGET

Motion by Mrs. Torf, seconded by Mr. Matsakis to approve the Adoption of a Tentative 2004-2005 Budget as contained in Agenda Item #8.

Upon calling of the roll:

aye: Boron, Long, Matsakis, Rogal, Shaer, Shein, Torf

nay: none

Motion carried.

DISCUSSION: THE DESTRUCTION OF THE CLOSED VERBATIM RECORDINGS

Mrs. Dill-Varga provided recommendations from legal counsel concerning a process to be used for the destruction of closed session verbatim recordings. The Board agreed with the recommendations and asked that board policies and procedures concerning this process be updated, if necessary, and brought to the next meeting for approval.

DISCUSSION: CHANGE ORDER FOR ATHLETIC FIELD IMPROVEMENTS AT GBN

Dr. Schilling presented a recommendation to the board for a change order for additional topsoil for the athletic fields at Glenbrook North, not to exceed \$17,220. This will be paid out of the contingency for the project.

MOTION TO APPROVE THE CHANGE ORDER FOR ATHLETIC FIELD IMPROVEMENTS AT GBN

Motion by Mr. Shein, seconded by Mr. Boron, to approve the change order for athletic field improvements at GBN as contained in Agenda Item #11.

Upon calling of the roll:

aye: Boron, Long, Rogal, Shaer, Shein, Torf

nay:

abstention: Matsakis

Motion carried.

DISCUSSION: BOARD COMMUNICATIONS

Board members continued discussion of recommendations from Mr. Shaer and Mr. Boron, who served as a subcommittee to study the area of community relations, regarding means to increase lines of communication between the Board and the community.

Mr. Boron commended clarifying remarks and links recently added to the district website regarding board agendas and the electronic board packet.

Dr. Hales updated the Board on the progress of the establishing a group email to all board members.

Board members reviewed the sample copies of newsletters mailed to the public, noting that where possible, brief highlights from Board Meetings and actions taken should be included.

Additional Recommendations included:

- Including leaders of building parent organizations in the district's email group presently sent out with reminders about upcoming board meetings, agendas, and links to the electronic board packet.
- Seeking space in local newspapers, including the Pioneer Press and the Weekly Digest, to print board briefings and actions taken.
- Additional cable television interview shows featuring Dr. Hales, board members, and key administrators talking about pertinent issues of importance to the district.
- Board Members attending various faculty and parent meetings to become more visible and available for communication with various groups.

The Board will address additional recommendations at future meetings.

OTHER

Mrs. Long suggested that consideration be given to reactivating board presence on district technology committees to strengthen communication about progress in this area.

Board members expressed concerns about the impact of construction sites on traffic related to students arriving for school next fall at Glenbrook South High School. They asked that information be provided to parents about this situation.

AGENDA ITEMS FOR FUTURE BOARD MEETINGS

For the August 16, 2004 Board Meeting:

- Discussion/Action: Security Substitution Resolution for Escrow - Series 2000C Bonds
- Review updated policies/procedures related to the destruction of closed session verbatim recordings

07/26/04

- Ongoing discussion about board communications
- Ongoing discussion about tentative 2004-2005 budget

MOTION TO MOVE INTO CLOSED SESSION

Motion by Mr. Boron, seconded by Mrs. Torf, to move into closed session at approximately 11:15 p.m. To consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees and a student disciplinary case (Section 2 (c)(1) and (9) of the Open Meetings Act).

Upon calling of the roll:

aye: Boron, Long, Matsakis, Rogal, Shaer, Shein, Torf

nay: none

Motion carried.

The Board returned to open session at approximately 11:55 p.m.

ADJOURNMENT

Motion by Mr. Matsakis, seconded by Mr. Boron, to adjourn the meeting at approximately 11:56 p.m.

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

Motion carried.

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

CERTIFIED TO BE CORRECT:

PRESIDENT - BOARD OF EDUCATION

SECRETARY - BOARD OF EDUCATION

NEXT REGULAR MEETING: August 16, 2004 Glenbrook Admin. Bldg.
7:30 P.M. 1835 Landwehr Road
Glenview, Illinois

NEXT SPECIAL MEETING: August 30, 2004 Glenbrook Admin. Bldg.
7:30 P.M. 1835 Landwehr Road
Glenview, Illinois