

**MINUTES OF REGULAR MEETING,
BOARD OF EDUCATION, SCHOOL
DISTRICT #225, COOK COUNTY,
ILLINOIS, AUGUST 16, 2004**

A regular meeting of the Board of Education, School District No. 225 was held on Monday, August 16, 2004, at approximately 7:31 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, Matsakis, Rogal, Shein, and Torf. Absent: Shaer. Also present: Carlson, Dill-Varga, Freeman, Hales, Helander-Heiser, O'Brien, Pieper, Ptak, Riggle, Rockrohr, Siena, Smith, Tuttle, and Wegley.

APPROVAL OF AGENDA FOR THIS MEETING

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

Upon calling of the roll:

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

nay: none

Motion carried.

RECOGNITION OF COMMUNITY VISITORS

President Rogal asked if any community visitors wished to be recognized. Mrs. Kimberly Ptak introduced representatives from Subway who invited the Board to sample displayed sandwiches and other food products that would be discussed later on the agenda. They briefly related their credentials and experiences working with high schools to provide Subway products as a supplement to the cafeteria's menu.

Mr. Shaer arrived at 7:35 p.m.

BOARD AND SUPERINTENDENT REPORTS

Dr. Hales informed the Board that he, Mr. Boron and Mrs. Long had enjoyed participating in the Northbrook government officials' golf outing held on August 13, 2004. He also provided the Board with reminders about current and imminent events: New Teacher Orientation Week (August 16-20); High School 101 (Freshmen orientation sessions presently occurring at both high schools); faculty back to school luncheons at both schools. He indicated that Mrs. Freeman would keep them informed of pertinent events they might be interested in attending. Dr. Hales also reminded them to refer to his cover letter updating them on the West Lake Avenue traffic situation and to peruse a copy of a recent news article related to dress code concerns.

Mr. Matsakis provided the Board with a brief update from the recent Finance Committee meeting he attended; he mentioned that it was a prelude to the upcoming August 30, 2004 Focus on Finance meeting.

Mr. Shein related his impressions regarding the student registration process at Glenbrook South. He commented that it ran smoothly and reminded him of a university process. He did express concerns about the method for distributing board policies to students and parents as he believed most would not read the multi-page document. Mr. Smith provided him with a brief update on plans for reviewing the salient points of the policies with students during one of their physical education classes in the fall. Administrators and counselors would together make 70 presentations to classes during a three-week period of time touching on the most important points of the policies. Mr. Smith also indicated that parents would receive their information at Freshman Parent Nights at both high schools. Dr. Hales promised a future summative briefing to the Board relating all the different ways that the policies would be reviewed and distributed to various stakeholder groups.

MOTION TO APPROVE CONSENT AGENDA

Mr. Shein left the room at 7:40 p.m.

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 Mrs. Long, seconded by Mrs. Torf, to approve the following items on the consent agenda:

1.) the Open and Closed Session Minutes from the July 26, 2004 Regular Board Meeting.

2.) the appointments of the following educational support staff contained in Mrs. Helander-Heiser memorandum dated August 11, 2004.

APPOINTMENTS

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>	<u>SALARY</u>
RONSON, Pamela (Rehired)	Instructional Assistant	08/23/2004	GBN	\$13.35
SHIM, Jaemey (New Position)	Instructional Assistant	08/23/2004	GBS	\$13.35

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

RESIGNATIONS

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>
LARSON, Raymond	Paraprofessional	07/20/2004	GBS
WAMBACH, Timothy	Instructional Assistant	08/11/2004	GBS

4.) the reimbursement of the Revolving Fund for Employees for the month of July in the amount of \$ 14,505.06 represented by checks No. 21349 through 21350, 21352 through 21358, 21431 through 21446, 21090 through 21117, 21133 through 21134, 21270 through 21306, and 21490 through 21499 and 22764 through 22776.

5.) the reimbursement of the Revolving Fund for Vendors for the month of April in the amount of \$306,703.04 represented by checks No. 21359 through 21430, 21447 through 21489, 21500 through 22763 and 22777 through 23948. Checks issued in July, voided in July: No. 21402, 22099, 22748. Checks issued in previous months, voided in July: No. 18691 and 21237.

6.) Checks No. 21348 and 21351 dated June 30, 2004 were run after the Board Packet was released for the June meeting, so are included for review with they July 2004 Check Registers.

7.) the issuance of Vendor Checks Nos. 15526 through 15718 in the amount of \$1,819,263.07 as listed on the attached check register dated August 16, 2004.

8.) the issuance of the electronic wire transfers for credit union, TRS, federal taxes, employee and employer portion of FICA and Medicare taxes and state taxes, and payroll check numbers 38065 through 38100, 38105 through 38211 and 38228 through 38357 totaling \$262,500.30. This amount included replacement check numbers 38226, 38227 and 38367. Check numbers 38212 through 38225 and 38358 through 38366 were vendor payroll checks. With other deductions of \$89,148.20, employees' Federal, State, and FICA/Medicare withholding taxes of \$245,082.03, TRS contributions of \$61,818.69 and direct deposit of \$697,574.67, the gross payroll for the month of July was \$1,355,929.77. TRS employer contribution was \$5,077.23 and employer matching FICA and MED as \$28,202.77.

9.) The acceptance of the following gifts:

Gift From	Amount or Item	School	Department
Northbrook 4 th of July Association	\$500.00	GBN	Music

10.) the Evening High School instructors for the second semester of the 2002-2003 school year as recommended by the director of human resources:

Name	Assignment	No. of Stipend
Margaret Barrett	English - Monday and Tuesday	\$7,414
Greg Beckway	Brain Studies - Wednesday	\$3,707
Frank Bexes	Autos - Tuesday and Thursday	\$7,414
Richard Blazeovich	20 th Century - Tuesday U.S. History - Wednesday	\$7,414
Theresa Borkowicz	Consumer Ed.- Tuesday	\$3,707
Amie Elliott	Photography - Thursday	\$3,707
Rochelle M. Foreman	Mathematics - Wednesday	\$3,707
Sue Anne Gale	Art - Monday	\$3,707
Jennifer Hercreg	English - Thursday	\$3,707
Bill Horine	Law and Film Study Monday and Wednesday	\$7,414
Steve Kornick	Welding - Thursday	\$3,707
Gus Prochazka	U.S. History - Tuesday	\$3,707

Deanne Rehmer	Computers - Monday and Wednesday	\$7,414
Julie Rounds	Family Life - Monday	\$3,044
Suzanne Webb	Science - Thursday	\$2,713
James Woell	Assistant Principal - one evening every two weeks plus graduation	\$1,977

11.) the salary adjustments for academic attainment as indicated in Mrs. Helander-Heiser's attached agenda item #5.7

Upon calling of the roll:

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

nay: none

Motion carried.

Mr. Shein returned at 7:45 p.m.

DISCUSSION: FOOD SERVICES UPDATE

Mrs. Kimberly Ptak provided the Board with an update regarding the menu changes being implemented this fall. She reviewed the details of a partnership with Subway to provide sandwiches two days a week for students and staff through the school cafeterias. She also addressed questions from the Board regarding the expanded selection of healthy choice items available for students beginning in the fall.

Note: See Agenda Item #6

DISCUSSION: AWARD OF BID: GBS GUARD STAND

Mrs. Ptak and Mr. Smith reviewed the bids and revisions to the Glenbrook South guard stand totaling \$38,550 and addressed questions from the Board.

MOTION TO APPROVE THE AWARD OF BID: GBS GUARD STAND

Motion by Mr. Shaer, seconded by Mrs. Torf to approve the Award of Bid: GBS Guard Stand as contained in Agenda Item #7.

Upon calling of the roll:

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

nay: Boron

Motion carried.

DISCUSSION: THE ESCROW SUBSTITUTION SERIES 2000C BONDS

Mrs. Hillarie Siena and Mr. Nathan Flynn, from William Blair and Company, reviewed the process for Escrow substitution for district bonds. Savings from this escrow substitution process is estimated to be a minimum of \$100,000. William Blair will provide a report to the Board of the exact savings for the district if and when the escrow substitution is completed.

MOTION TO APPROVE THE ESCROW SUBSTITUTION SERIES 2000C BONDS

Motion by Mrs. Torf, seconded by Mr. Matsakis to approve the Escrow Substitution Series 2000C Bonds as contained in Agenda Item #8.

Upon calling of the roll:

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

nay: none

Motion carried.

DISCUSSION: DIFFERENTIAL RESPONSIBILITIES APPOINTMENTS FOR 2005

Mrs. Helander-Heiser presented differential responsibilities appointments for board approval. She answered Board questions regarding classification of the respective positions.

MOTION TO APPROVE DIFFERENTIAL RESPONSIBILITIES APPOINTMENTS FOR 2004-2005

Motion by Mr. Shaer, seconded by Mr. Shein, to approve the differential responsibilities appointments for 2004-2005 as contained in agenda Item #9.

Upon calling of the roll:

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

nay: none

Motion carried.

DISCUSSION: NEW COACHING POSITIONS

Dr. Hales presented a recommendation for assistant coaching positions for boys and girls' water polo and lacrosse teams at Glenbrook South and Glenbrook North High School.' The total of eight positions would cost the district approximately \$34,000. Dr. Hales, building principals, and athletic directors addressed questions from the board regarding the need for the positions.

MOTION TO APPROVE THE NEW COACHING POSITIONS FOR TWO ASSISTANT COACHES FOR GIRLS AND BOYS WATER POLO AT GLENBROOK NORTH AND GLENBROOK SOUTH HIGH SCHOOL

Motion by Mrs. Long, seconded by Mrs. Torf, to approve the new assistant water polo coaches for girls and boys at Glenbrook North and Glenbrook South High School as contained in Agenda Item #10.

Upon calling of the roll:

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

nay: none

Motion carried.

MOTION TO APPROVE THE NEW COACHING POSITIONS FOR TWO ASSISTANT COACHES FOR GIRLS AND BOYS LACROSSE TEAMS AT GLENBROOK NORTH AND GLENBROOK SOUTH HIGH

Motion by Mr. Shaer, seconded by Mr. Boron to approve the new assistant lacrosse coaches for boys and girls at Glenbrook North and Glenbrook South as contained in Agenda Item #10.

Upon calling of the roll:

aye: Boron, Matsakis, Shaer

nay: Long, Rogal, Shein, Torf

Motion failed.

DISCUSSION: NEW BOARD POLICIES:

Dr. Hales presented several policies for board discussion:

Policy 7160: Homebound or Hospitalbound Instruction:

Mr. Brian Wegley, Mr. Mark O'Brien, Mrs. Patricia Carlson, and Dr. George Tuttle reviewed proposed changes to this policy and the rationale for the changes, and addressed questions from the Board. Following discussion, the consensus from the Board was that the concepts embedded in the changes were fine, but that several language changes needed to be made to clarify the ideas and to align the procedures with the policies. The administration will make those revisions and will bring the policy back to the Board for reconsideration.

Policy 8330: Student Social and Emotional Development:

Dr. Hales proposed this new policy as per the *Children's Mental Health Act of 2003, 405 ILCS 49/1 et seq.* that requires school districts to include a policy for developing programs, which include social and emotional development through the educational program. Board members expressed a concern about some of the language in the policy and asked for a copy of the statute. Dr. Hales will check again with legal counsel, make appropriate revisions, and present the revised policy and a copy of the statute for board review.

Policy 9030: Ethics Act-Gifts to Staff and Board Members:

Dr. Hales reviewed the new policy written in accordance with the *State Officials and Employees Act*. Board members also asked to see a copy of the statute related to this policy. Dr. Hales will provide a copy for board review at the next meeting.

DISCUSSION: BOARD COMMUNICATIONS

Due to time constraints, the Board postponed the ongoing discussion of Board Communications initiative to the September 13, 2004 meeting.

REVIEW AND SUMMARY OF BOARD MEETINGS

Items to be placed on the agenda for the September 13, 2004 board meeting:

- Board Communications
- New Board Policies:
 - Board Policy 7160: Homebound or Hospitalbound Instruction
 - Board Policy 8330: Student Social and Emotional Development
 - Board Policy 9030: Ethics Act—Gifts to Staff and Board Members

MOTION TO MOVE INTO CLOSED SESSION

Motion by Mr. Boron, seconded by Mrs. Long, to move into closed session at approximately 9:30 p.m. To consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees (Section 2 (c)(1) 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 10:30 p.m.

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ADJOURNMENT

Motion by Mrs. Torf, seconded by Mr. Shein, to adjourn the meeting at approximately 10:31 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 SPECIAL MEETING: August 30, 2004 Glenbrook Admin. Bldg.
7:30 P.M. 1835 Landwehr Road
Glenview, Illinois

NEXT REGULAR MEETING: Sept. 13, 2004 Glenbrook Admin. Bldg.
7:30 P.M. 1835 Landwehr Road
Glenview, Illinois