

**MINUTES OF REGULAR MEETING,
BOARD OF EDUCATION, SCHOOL
DISTRICT #225, COOK COUNTY,
ILLINOIS, JUNE 27, 2005**

A regular meeting of the Board of Education, School District No. 225 was held on Monday June 27, 2005, at approximately 7:30 p.m. at the Glenbrook High Schools Administration Building, pursuant to due notice of all members and the public.

President Torf called the meeting to order. Upon calling of the roll, the following members answered present: Berzon, Hammer, Jeffery, Matsakis, Shein and Torf. Absent: Boron Also present: Dill-Varga, Freeman, Hales, Helander-Heiser, Perisho, Ptak, Riggle, Schilling, Taccona, and Wegley.

**APPROVAL OF THE AGENDA FOR THIS MEETING WITH THE ADDITION OF
AGENDA ITEM 5.1A**

Motion by Mr. Berzon, seconded by Mr. Hammer to approve the agenda with the addition of item #5.1a for this meeting.

Upon calling of the roll:

aye: Berzon, Hammer, Jeffery, Matsakis, Shein, Torf

nay: none

Motion carried. 6-0

RECOGNITION OF COMMUNITY VISITORS

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

BOARD AND SUPERINTENDENT REPORTS

Dr. Hales informed the board that he was drafting a letter about the new student disciplinary policies to be distributed to parents in student registration packet materials.

Dr. Hales also informed the board that Mr. Boron, after talking with Mr. Rick Cozzi from ARCON, had suggested the formation of an ad hoc subcommittee with board representation to provide feedback during early phases of building project proposals.

President Torf informed the Board that School Funding and Property Taxes will be topics for discussion at a meeting at Glen Park Center on June 30 at 7pm. Dr. Hales will email the details to all board members.

MOTION TO APPROVE THE CONSENT AGENDA WITH THE ADDITION OF ITEM 5.1A

Mrs. Torf 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. Shein, seconded by Mr. Berzon, to approve the following items on the consent agenda.

1.) 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>
Lindsey Krukowski	Spanish	June 22, 2005	GBS	BA, Step 1
Kathleen Marabella	Speech Pathologist	June 26, 2005	District	MA, Step 10

2.) the appointment of the following educational support staff contained in Mrs. Helander-Heiser's memorandum dated June 22, 2005.

APPOINTMENTS

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>
Heinen, Joshua (Rehire)	Instructional Assistant	2005-06 School Year	GBN
Kunz, Katherine (Rehire)	Instructional Assistant	2005-06 School Year	GBN
Reisman, Sherry (Rehire)	Instructional Assistant	2005-06 School Year	GBN
Shaw, Emily (Rehire)	Clerical Technology	2005-06 School Year	GBN

3.) the announcement of the intention to retire at the end of the 2005-2006 school year under Sections E-4,5 and F of Board Policy 6110 of the following certified staff as contained in Mrs. Helander-Heiser's memorandum dated June 22, 2005.

RETIREMENTS

<u>NAME</u>	<u>SCHOOL</u>
Martha Babula	GBN
Sara Majors	GBS
Judith Adams	GBS
Charles Dribin	GBN
Ralph Papaleo	GBS
James Wolter	GBS
Edward Young	GBS

4.) the issuance of Vendor Checks Nos. 19214 through 19548 in the amount of \$1,115,935.00 as listed on the attached check register dated June 27, 2005.

5.) 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 42388 through 42737, and 42762 through 42874 totaling \$945,910.00. Vendor Payroll check numbers 42387 through 42761 and 42875 through 42885 totaled \$79,503.11. With other deductions of \$307,096.47 employees' Federal, State, and FICA/Medicare withholding taxes of \$868,411.63, TRS contributions of \$358,959.60 and direct deposit of \$2,294,746.05, the gross payroll for the month of May was \$4,775,123.75. TRS employer contribution was \$38,982.55 and employer matching FICA and MED as \$87,306.17.

6.) the acceptance of the following gifts:

Gift From	Amount or Item	School	Department
Mr. and Mrs. Ron Kory	\$2,000.00	GBN	The Kennedy Scholarship
Northbrook Associates of the Art Institute of Chigago	\$150.00	GBN	Scholarship
Leslie Stein	2000 Mitsubishi Montero Sport	GBN	Applied Technology
Glenview Optimist Club	\$2,000.00	GBS	James Nettleton and Robert O'Hara Scholarships

7.) the Award of Bid: Special Education Transportation as contained in Mrs. Kim Ptak's memorandum dated June 27, 2005.

8.) The IASB Resolutions regarding school funding, military access, and academic progress within cohorts.

Upon calling of the roll:

aye: Berzon, Hammer, Jeffery, Matsakis, Shein, Torf

nay: none

Motion carried. 6-0.

DISCUSSION: SEMI-ANNUAL REVIEW OF VERBATIM RECORDINGS AND MINUTES FROM CLOSED SESSIONS.

Mrs. Dill-Varga informed the board that it was time for their third semi-annual review of verbatim recordings and minutes from closed session per the requirements of Public Act 93-523, which went into effect January 1, 2004. She reminded the board that they needed to decide if those tapes should remain confidential. She also told them that they needed to decide if it was okay to destroy the audiotapes eighteen months after their creation if necessary requirements for the process had been met. The board reviewed the summarized topics of the tapes that occurred from December 13, 2004 through June 13, 2005 and recommended that they should be kept confidential. The board also recommended for the destruction of the verbatim recordings for those dates to begin 18 months after the creation of the first tape. Beginning with the consent agenda for July 11, 2005, a tape approved for destruction will be listed on the consent agenda.

President Torf asked Mrs. Dill-Varga to research whether the semi-annual review needed to be of all verbatim recordings or just those from the last six months.

MOTION TO APPROVE THE KEEPING OF ALL VERBATIM RECORDINGS AND MINUTES FROM THE DECEMBER 13, 2004 THROUGH THE JUNE 13, 2005 CLOSED SESSION MEEINGS CONFIDENTIAL AND TO APPROVE THE RECOMMEDATION FOR THE DESTRUCTION OF ALL VERBATIM RECORDINGS AND MINUTES FROM THE DECEMBER 13, 2004 THROUGH THE JUNE 13, 2005 CLOSED SESSION MEEINGS

Motion by Mr. Matsakis, seconded by Mr. Shein, to approve keeping all verbatim recordings and minutes from the December 13, 2004 through the June 13, 2005 closed session meetings confidential as contained in Agenda Item #6 and to approve the destruction of all verbatim recordings and minutes from the December 13, 2004 through the June 13, 2005 closed session meetings as contained in Agenda Item #6.

Upon calling of the roll:

aye: Berzon, Hammer, Jeffery, Matsakis, Shein, Torf

nay:

Motion carried. 6-0.

DISCUSSION: STUDENTS RIGHTS AND RESPONSIBILITIES SECTION FOR THE STUDENT/PARENT HANDBOOK

Dr. Hales commended Dr. Riggle and his assistant, Mrs. Katie Wargaski, for their efforts in editing the final copy for the revised student disciplinary policies, annually published in each school's student parent handbook. Dr. Riggle reviewed the changes with the board. The Board asked the administration to highlight information for parents on how to *opt out* of providing directory information to the military for their son or daughter. They also requested that information for parents about district and community resources and preventative interventions for students be easier to locate in the handbook. Building administrators reviewed with the Board the current methods for disseminating information about school rules and student disciplinary policies.

Mr. Matsakis stated that he wanted students and parents to know that Board expectations for student behavior have *not* changed. He pointed out that the Board has worked hard to develop a set of resources for early interventions for parents and students and asked that everyone work to communicate clearly with parents about the Code of Conduct and the revisions in the board student disciplinary policies.

Dr. Hales indicated that a draft letter to parents regarding the newly revised student disciplinary policies would be shared with the board soon.

MOTION TO APPROVE THE STUDENTS RIGHTS AND RESPOSIBILITES SECTION FOR THE STUDENT/PARENT HANDBOOK

Motion by Mr. Hammer, seconded by Mr. Berzon, to approve the Students Rights and Responsibilities Section for the Student/Parent Handbook as contained in Agenda Item #7.

Upon calling of the roll:

aye: Berzon, Hammer, Jeffery, Matsakis, Shein, Torf

nay:

Motion carried. 6-0.

DISCUSSION: TECHNOLOGY STAFFING STUDY

Mrs. Debbie Perisho, Director of Information Services, provided some background for the Board regarding the proposal to hire a consultant to analyze the technology staffing and systems in the district. The study would provide a foundation for upcoming negotiations with GESSA (Glenbrook Educational Support Staff Association) next year. She reviewed preliminary information relative to the consulting firms under consideration.

Board members asked to see samples of final work products from each vendor, as well as documentation of their ability to help districts reorganize and accrue savings. They also discussed the special focus of each vendor and the merits of conducting the study from multiple perspectives, accessing the strengths of each approach. Mrs. Perisho will prepare an update for the board to review on these topics at the next board meeting.

Mr. Boron arrived at 8:52 p.m.

DISCUSSION: IMPLEMENTATION OF ENERGY CONSERVATION PROGRAM

Mrs. Kim Ptak, Director of Operations, reviewed a proposed energy management proposal with the board. The goals for the first year of the program would be to: conduct a systematic tracking and analysis of energy costs, research best practices being performed by other school districts, establish facility scheduling protocols, and establish and produce reports summarizing findings and outline proposed programs for the district to save on energy costs. She recommended that Dr. Pam Taccona, retiring Associate Principal for Operations at Glenbrook South, and Mr. Bill Babington, retiring Associate Principal for Operations at Glenbrook North, be hired for year one of the project, with a start date of August 1, 2005. Compensation for the Dr. Taccona and Mr. Babington would not exceed a total of \$20,000. \$3,000 was approximated as expenses for professional development and \$2,000 for supplies and equipment. Total cost of the project not to exceed \$25,000 or about 1.5% of the annual energy budget.

Mr. Jeffery requested that a goal related to educating students about energy conservation be added to the proposal.

MOTION TO APPROVE THE IMPLEMENTATION OF ENERGY CONSERVATION PROGRAM

Motion by Mr. Berzon, seconded by Mr. Jeffery, to approve the Implementation of the Energy Conservation Program as contained in Agenda Item #9.

Upon calling of the roll:

aye: Berzon, Boron, Hammer, Jeffery, Matsakis, Shein, Torf

nay:

Motion carried. 7-0.

DISCUSSION: PUBLIC OPINION RESEARCH/PLANNING PROCESS

Dr. Hales provided the board with an update on the board's goal for the district to conduct public opinion research and planning. He provided preliminary information about three firms he had contacted and the various services they offer to a school district. He asked for two Board members to join with a team of administrators to finalize a plan of action for this process. Mr. Matsakis and Mr. Jeffery volunteered to assist him in this process.

MISCELLANEOUS TOPICS:

Mrs. Dill-Varga indicated that a special meeting would need to be scheduled on August 1, 2005 at 7:00 p.m. to hold a public hearing on the district's application for a waiver from the school code mandates regarding the newly approved teacher appraisal program.

Mr. Boron asked Board members if they would be interested in investigating again the possibility of broadcasting future board meetings over cable television channels. Board consensus was to wait and see if the public opinion research would indicate the public's interest in supporting this venture.

REVIEW AND SUMMARY OF BOARD MEETINGS

- Addition of a Special Board Meeting on August 1, 2005 at 7:00 p.m.
- Technology Audit Update will be provided at the next board meeting in July.
- Education Goal will be added to the Energy Conservation Plan.
- Letter for parents regarding the newly revised student disciplinary policies will be shared with the board upon its completion.

MOTION TO MOVE INTO CLOSED SESSION

Motion by Mr. Boron, seconded by Mr. Jeffery to move into closed session at approximately 10:40 p.m. to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees and student disciplinary cases (Section 2 (c)(1) and (9) of the Open Meetings Act).

Upon calling of the roll:

aye: Berzon, Boron, Hammer, Jeffery, Matsakis, Shein, Torf

nay: none

Motion carried. 7-0.

The Board returned to open session at approximately 12:15 p.m.

ADJOURNMENT

Motion by Mr. Matsakis, seconded by Mr. Hammer, to adjourn the meeting at approximately 12:15 p.m.

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

Motion carried.

* Means Berzon, Boron, Hammer, Jeffery, Matsakis, Shein, Torf all voted aye.

CERTIFIED TO BE CORRECT:

PRESIDENT - BOARD OF EDUCATION

SECRETARY - BOARD OF EDUCATION

NEXT REGULAR MEETING	July 11, 2005 7:30 P.M.	Glenbrook Admin. Bldg. 1835 Landwehr Road Glenview, Illinois
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NEXT REGULAR MEETING	July 25, 2005 7:30 P.M.	Glenbrook Admin. Bldg. 1835 Landwehr Road Glenview, Illinois
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