

**MINUTES OF REGULAR MEETING,
BOARD OF EDUCATION, SCHOOL
DISTRICT #225, COOK COUNTY,
ILLINOIS, SEPTEMBER 26, 2005**

A regular meeting of the Board of Education, School District No. 225 was held on Monday September 26, 2005, at approximately 7:39 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, Boron, Hammer, Jeffery, Matsakis, Shein (present via conference call), Torf. Also present: Dill-Varga, Freeman, Hales, Helander-Heiser, Riggle, Schilling, and Wegley.

APPROVAL OF THE AGENDA FOR THIS MEETING

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

Upon calling of the roll:

aye: Berzon, Boron, Hammer, Jeffery, Matsakis, Shein (present via conference call), Torf

nay: none

Motion carried. 7-0.

INTRODUCTION OF STUDENTS AND STAFF WHO EXCEL

Glenbrook North social studies teacher Jerome Hoynes traveled to Saudi Arabia with a group of 16 American teachers last spring. The Insititute for International Education and Saudi Aramco sponsored the trip, the purpose of which was to build bridges between American educators and Saudi Arabian educators. Mr. Hoynes discussed with the board what he had learned and observed during his trip and explained the important curriculum connections now possible for his students. He thanked the board, district, and the Glenbrook North administration for their support of this professional development opportunity.

RECOGNITION OF COMMUNITY VISITORS

President Torf asked if any community visitors wished to be recognized. No members from the community asked to speak to the board.

BOARD AND SUPERINTENDENT REPORTS

Dr. Hales provided the board with an update on the public opinion survey process, noting that the survey of faculty and staff was progressing quite well. He thanked Mrs. Freeman for all of her efforts on this project.

Mr. Berzon informed the board of a special meeting to be held by the Economic Development Committee of Northbrook on October 11, 2005 at 7:30 a.m. at the Northbrook Village Hall. The focus of the meeting will be to review tax increment financing information relative to special projects being considered in the Village of Northbrook.

MOTION TO APPROVE THE CONSENT AGENDA

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 remove any items.

Motion by Mr. Jeffery, seconded by Mr. Matsakis, to approve the following items on the consent agenda:

1.) the Open and Closed Session Minutes from the September 12, 2005 Regular Board Meeting.

2.) the resignation of the following educational support staff contained in Mrs. Helander-Heiser's memorandum dated September 21, 2005.

RESIGNATIONS

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>
Kobbeman, Kristina	Asst. Athletic Trainer	9/25/05	GBS

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

Appointments

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>
Choe, Junhee (Repl.S.Lee)	Instructional Asst	09/14/05	GBS
Geallis, Elaine (Repl.J.Bezanes)	Executive Assistant	09/26/05	ADM
Lukas, Rhonda (Repl.R.Mackie)	Clerical	09/19/05	ADM
Petka, Daniel (Repl.M.Fastert)	Paraprofessional	09/20/05	GBN

4.) the issuance of Vendor Checks Nos. 20219 through 20662 in the amount of \$2,175,074.06 as listed on the attached check registers of September 20th & 27th, 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 43653 through 43682, 43684 through 43777 and 43794 through 43906 and replacement check numbers 43789, 43793 and 43914. With voided check numbers 43812 and 43820 totaling \$275,336.21. Vendor Payroll check numbers 43778 through 43787 and 43907 through 43913 totaled \$21,542.55. With employees' Federal, State, and FICA/Medicare withholding taxes of \$240,188.00, TRS contributions of \$59,920.86 other deductions of \$79,734.56 and direct deposit of \$684,993.90, the gross payroll for the month of July was \$1,322,172.93. TRS employer contribution was \$5,135.59 and employer matching FICA and MED was \$62,899.41.

6.) 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 43916 through 44017, and 44032 through 44177 and replacement check numbers 43915 and 44031 totaling \$279,024.88. Vendor Payroll check numbers 44018 through 44030 and 44178 through 444186 totaled \$23,712.08. With employees' Federal, State, and FICA/Medicare withholding taxes of \$260,845.90, TRS contributions of \$62,406.69, other deductions of \$84,285.03 and direct deposit of \$706,123.91, the gross payroll for the month of August was \$1,392,686.41. TRS employer contribution was \$7,397.97 and employer matching FICA and MED was \$66,854.27.

7.) the salary adjustments for academic attainment as indicated in Mrs. Helander-Heiser's attached consent agenda item #6.5.

8.) the acceptance of the following gifts:

Gift From	Amount or Item	School	Department
Dr. Clarence Close	Physics Equipment: D.C. Power Supply by Motorola (0-20 volts, 0-5 amps) Counter-timer by Monsanto (Model 103A) Cathode Ray Oscilloscope by Healthkit Cathode Ray Oscilloscope by RCA Cathode Ray Oscilloscope by Techtronics (Model 513D with glass capacitor) Audio Generator by Healthkit (Sine and square generator) Audio Oscillator by Hewlett-Packard Audio Oscillator (unknown model) Harmonic Distortion Analyzer (unknown model) A.C. Voltage Regulator by Sorenson <u>Biology Equipment:</u> 2-70 gallon aquariums	GBN	Science

	1-50 gallon aquarium with stand		
	<u>Chemistry equipment:</u> Distillation column and assorted laboratory glassware		

Upon calling of the roll:

aye: Berzon, Boron, Hammer, Jeffery, Matsakis, Shein (present via conference call), Torf

nay: none

Motion carried. 7-0.

ADOPTION OF FINAL BUDGET FOR 2005-2006

Dr. Craig Schilling, Assistant Superintendent, and Mrs. Hillarie Siena, Director of Business Affairs, presented the board with the final budget for 2005-2006 which reflects input from staff, administration and the Board of Education.

The budget process began August 30, 2004 with the Budget and Long Range Planning presentation to the Board. With the board's approval of the long range budget planning, the administrative staff deliberated and presented a 3-year financial plan that calls for a \$1.8M reduction in expenditures in FY2005/06, which the board subsequently approved on November 22, 2004. This final 2005/06 budget estimates that the ending fund balance will be 39.2%. Overall, the district received 96% of its budgeted revenues and spent 97% of its budgeted expenditures in operating funds. The net effect was that the district ended the year with an actual deficit of \$1.3M as compared to a budgeted deficit of \$616,572.

The budget materials included a Final District Budget, a general explanation of variances between FY05 Actual and FY06 Budget, Budget Process calendar, as well as budget variance reports from Glenbrook North and Glenbrook South.

Dr. Schilling and Mrs. Siena addressed questions raised by board members and described the budget process which starts again in October 2005. They informed the board that new specific three-year projections would be brought back to the board for discussion at the November 28, 2005 board meeting.

MOTION TO APPROVE THE ADOPTION OF THE FINAL BUDGET FOR 2005/06

Motion by Mr. Matsakis, seconded by Mr. Boron, to approve the Adoption of the Final Budget for 2005-2006 as detailed in agenda item #7:

Upon calling of the roll:

aye: Berzon, Boron, Hammer, Jeffery, Matsakis, Shein (present via conference call), Torf

nay: none

Motion carried. 7-0.

FACILITY PROJECTS FOR 2006/07

Dr. Schilling reviewed the process for reviewing facilities projects and summarized the work of the facilities committee which met on September 15, 2005. Mr. Skip Shein and Mr. Bob Boron represented the board at this meeting. He indicated that the committee identified a prioritized list of on-going maintenance projects at each school. For 2006, the committee recommended that at Glenbrook North the following projects be completed: final completion of the medium voltage electrical distribution project; roof repair and replacement project as described; and carpet/flooring replacement project as delineated. At Glenbrook South, they recommended that the roof be repaired/replaced over the pool; carpet and flooring replacement occur as per scheduled, and the paving repair/replacement for the Student Visitors Area take place. They also recommended that the remainder of the pool work at Glenbrook South, (i.e. HVAC, lockers and boiler) be deferred at this time.

SCHOOL BOARD/DISTRICT IMPROVEMENT GOALS FOR 2005-2006:

Dr. Hales presented the board with a final draft of the three major goals identified by the board during their May 14, 2005 goal setting retreat. Each goal area is delineated through outcomes, action plans, and anticipated timetables. They will allow Dr. Hales and his administrative and board teams to engage in a planning process that will help identify the priorities for his leadership and theirs during the next several years. The three goal areas are: 1) Public Opinion Research 2) Planning Process and 3) Technology Audit. The Board affirmed the value of the goals in discussion.

APPROVAL OF THE SCHOOL BOARD/DISTRICT IMPROVEMENT GOALS FOR 2005-2006

Motion by Mr. Shein, seconded by Mr. Boron, to approve the school board/district improvement goals for 2005-2006 as outlined in Dr. Hales memorandum in agenda item #9:

Upon calling of the roll:

aye: Berzon, Boron, Hammer, Jeffery, Matsakis, Shein (present via conference call), Torf

nay: none

Motion carried. 7-0.

MISCELLANEOUS TOPICS:

Mrs. Torf distributed an article from the October, 2005 *American School Board Journal* and reviewed general issues and guidelines related to effective board governance.

Mr. Jeffery made positive comments about a Glenbrook North science project featured in the Chicago Tribune and the Glenbrook South curriculum night. He suggested that the administration consider ways to invite and encourage members of the community to participate in some of these evenings.

REVIEW AND SUMMARY OF BOARD MEETINGS

Facilities Committee Meeting will be held at Sept. 30, 2005 at the District Office at 7:30 a.m.

Reports on summer school, student trips, and student activities will be presented at the next Board meeting, October 10, 2005.

MOTION TO MOVE INTO CLOSED SESSION

Motion by Mr. Berzon, seconded by Mr. Hammer to move into closed session at approximately 9:30 p.m. to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees (Sections 2 (c) (1) of the open meetings act).

Upon calling of the roll:

aye: Berzon, Boron, Hammer, Jeffery, Matsakis, Shein (present via conference call), Torf

nay: none

Motion carried. 7-0.

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05/02/05

NEXT REGULAR MEETING Oct. 24, 2005 Glenbrook Admin. Bldg.
7:30 P.M. 1835 Landwehr Road
Glenview, Illinois

FACILITIES COMMITTEE MTG
Sept. 30, 2005 Glenbrook Admin. Bldg.
7:30 A.M. 1835 Landwehr Road
Glenview, Illinois