

**MINUTES OF REGULAR MEETING,
BOARD OF EDUCATION, SCHOOL
DISTRICT #225, COOK COUNTY,
ILLINOIS, January 23, 2006**

A regular meeting of the Board of Education, School District No. 225 was held on Monday, January 23, 2006, at approximately 7:30 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: Berzon, Boron, Hammer, Jeffery, Matsakis, Torf. Absent: Shein (present by phone from 9:20 p.m. - 11:00 p.m.) Also present: Dill-Varga, Fitch, Freund, Hales, Jozwik, McCollum, Perisho, Petish, Ptak, Riggle, Schilling, Shepherd, Taylor, Wegley, and Williamson.

APPROVAL OF AGENDA FOR THIS MEETING

Motion by Mr Boron, seconded by Mr. Jeffery, to approve the agenda for this meeting, with the deletion of the closed session.

Upon calling of the roll:

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

nay: none

Motion carried. 6-0.

RECOGNITION OF COMMUNITY VISITORS

There were no members of the community present.

BOARD AND SUPERINTENDENT REPORTS

Speaking for the Board, President Torf expressed sympathy to the family and friends of Glenbrook South student, Hye Weon Won. She also thanked principal Brian Wegley for the school's outpouring of compassion and support to those involved.

Dr. Hales provided an update on the joint petition to seek super impact aid for the military housing. He informed the board that an agreement had not been yet reached concerning the details of the proposal.

Board member Boron complimented both high schools on the friendly rivalry and good sportsmanship exhibited at the recent Glenbrook North-Glenbrook South basketball game. He stated it was

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a compliment to the leadership and administration of both schools for setting a positive tone.

President Torf reminded the board about the upcoming March legislative dinner for township boards and superintendents. She reminded the board of the ED-RED dinner scheduled for next Monday night.

Mr. Hammer complimented the schools on their holiday concerts and remarked on the memorial held for soldiers who had lost their lives in Iraq. He requested that the district consider establishing a memorial for graduates who have lost their lives in Viet Nam. Dr. Hales said he would discuss the idea with both principals.

MOTION TO APPROVE 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 have an item removed from the consent agenda for a separate vote.

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

1.) the resignations of the following educational support staff contained in Mrs. Helander-Heiser's memorandum dated January 18, 2006.

RESIGNATION

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>
Julien, John	Instructional Assistant	1/26/06	GBN

2.) the appointment of the following support 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>
Breman, Richard	Paraprofessional	1/9/06	GBN	\$13.71/hr
Vincent, David	Instructional Assistant	1/11/06	GBN	\$15.05/hr

3.) the increase in the number of Peer Group sections at Glenbrook North from 6 to 7. An additional .1 FTE required for this addition is within the building allocation for the 2006-2006

school year. Paul Vignocchi, Peer Group Leader at Glenbrook North has volunteered to take on this assignment.

4.) the issuance of Vendor Checks Nos. 22066 through 22226 in the amount of \$1,163,836.77 as listed on the attached check register dated January 23, 2006. 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 45396 through 45672 and 45696 through 45765 and replacement check numbers 45396,45696, 45780, 45781 totaling \$665,727.33. Vendor Payroll check numbers 45673 through 45695 and 45766 through 45799 totaled \$77,991.9. With employees' Federal, State, and FICA/Medicare withholding taxes of \$845,686.78, TRS contributions of \$380,223.00, other deductions of \$339,307.56 and direct deposit of \$2,526,424.84 the gross payroll for the month of December was \$4,757,370.51. TRS employer contribution was \$46,987.00 and employer matching FICA and MED was \$126,901.87.

5.) the acceptance of the following gifts:

Gift From	Amount or Item	School	Department
GBN Parents' Assoc	\$4,363.68	GBN	Glenbrook North Student Activities Hall Renovation

6.) the Destruction of Closed Session Verbatim Recordings - July 26,2004

Upon calling of the roll:

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

nay: none

Motion carried. 6-0.

DISCUSSION REGARDING NEW COURSE PROPOSALS FOR 2006-2007

Mrs. Dill-Varga reminded the Board about the policies and procedures in Board Policy: Curriculum Planning Strategy 7010 that are followed when developing new course proposals. She indicated that both buildings were bringing forward courses that had been carefully developed, reviewed, and approved at the building and district levels. These were courses that addressed a variety of identified needs related to school improvement goals, current best practices, and state assessment data. Also presented were courses that helped to maintain the comprehensive and rigorous array of course offerings expected at the Glenbrooks. She introduced Mrs. Rosanne Williamson, associate principal of curriculum at Glenbrook North and Mr. Bob McCollum,

associate principal of curriculum at Glenbrook South, who, along with several instructional supervisors, were present to answer questions from the Board.

Board members asked clarifying questions about enrollment trends in some of the foreign languages and the relationship of those numbers to designated numbers of sections. Board members asked some questions about courses which would or would not necessitate additional FTE and/or summer curriculum projects. Mr. McCollum and Mrs. Williamson provided building specific answers to these questions. Consensus was to place new course proposals on the consent agenda for action at the next board meeting.

DISCUSSION REGARDING DASHBOARD REPORTS - STUDENT ACHIEVEMENT

Mrs. Dill-Varga presented the board with the final section of the district dashboard reports which included information relative to student achievement. Both schools continue to make their "Adequate Yearly Project" as measured each April on the two-day Prairie State Achievement Exam. She summarized some key points and strategies for interpreting the other graphs and data which covered a range of high stakes tests from Advanced Placement Exams to the SAT test. She reminded them that these dashboard reports would be added to others on display on the district website.

DISCUSSION REGARDING TECHNOLOGY AUDIT-FOLLOW-UP

Mrs. Debbie Perisho, Director of Information Services, presented the board with a follow-up to the technical part of an audit recently conducted by Prescient Development. She related the detailed findings of the district's internal validation of the audit and noted that while Prescient's report had served to identify some ways to improve the security and stability of the network, many of the items that appeared in the audit report did not apply to our environment or were known "false positives" of network scanning tools. She explained that a district committee had reviewed each of the technical findings, identified what were necessary tasks that involve performance or security, and had designed an action plan to address these issues. She explained that Prescient's proposal for \$420,000 for eight months of work would not be needed. She estimated that the district network team could perform most of the work along with using consultants on particular tasks for approximately \$268,700 over two years, an amount that can be covered through the existing budget. Of this amount, only about \$81,450 related to items articulated in Prescient's report. The remainder were action items already identified by the technology department.

Board members continued to express concern about Prescient's report, the ongoing needs to address MAC OS10 compatibility issues, and other network issues.

Dr. Hales noted that staffing and Help Desk implementation recommendations made by School Technology Services (STS) would be discussed at an upcoming board meeting in February.

DISCUSSION REGARDING FOOD SERVICES CONTRACT

Mrs. Kim Ptak requested permission to conduct a bid for food services; the results of that bid process would be presented to the Board at the April 10, 2006 board meeting. She indicated that the food services bid would be structured to obtain a multi-year contract with a capital investment to address the equipment need of the cafeterias. A food services committee comprised of district office personnel, students, teachers, and building administration will be formed to assist in the evaluation process. Bids will be evaluated with a point system based on bid price, quality of food program, depth of management, on-site evaluations, business plan, past performance and references, innovation and improvement ideas, and financial stability.

DISCUSSION REGARDING STUDENT FEES FOR 2006-2007

Dr. Schilling presented his recommendations and rationale for student fees for the 2006-2007 school year. Board consensus was to keep the driver education fee for behind-the-wheel at \$250, but to raise the student parking fee to \$250 for a full year. They affirmed the other fee recommendations as listed on agenda item #10. This will be on the consent agenda for the February 13, 2006 board meeting.

DISCUSSION/ACTION REGARDING SUMMER PROJECTS: GBS PARKING LOT AND GBN PARKING LOT AND LIGHTS

Dr. Schilling and Mrs. Kim Ptak presented a recommendation for action on facility projects for the summer of FY 2006/07. The proposal included a reconfigured parking lot to address traffic flow and parking capacity at Glenbrook South for an estimated cost of \$395,113 and the replacement of parking lot lighting at Glenbrook North and the District Office for a total of \$130,000. This item will be on the consent agenda for the February 13, 2006 board meeting.

DISCUSSION REGARDING AWARD OF BID - GBS BLEACHERS

Mrs. Kim Ptak and Dr. Craig Schilling recommended that the Board award the contract for the baseball bleachers at Glenbrook South High School to Expedia construction in the amount of \$70,400. The GBS Booster Club offered to contribute \$40,000 toward the project leaving \$30,400 to be paid from building funds.

APPROVAL OF MOTION TO AWARD CONTRACT FOR BASEBALL BLEACHERS

Motion by Mr. Jeffery, seconded by Mr. Boron, to approve the motion to award the contract for baseball bleachers at Glenbrook South to Expedia Construction in the amount of \$70,400.

Upon calling of the roll:

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

nay: none

Motion carried. 6-0.

DISCUSSION REGARDING PURCHASING CARD LIMITS

Mrs. Kim Ptak presented the board with an update on the purchasing card program for the school district. She reminded the board that their decision had been to start small with the program and later expand if practices proved successful and beneficial. She reported that the program had been well received and paperwork for small dollar transactions had decreased by approximately 175 transactions per month. She asked the Board to consider three recommendations:

- 1) increasing the monthly and transactional limit on purchasing cards to \$500 per month;
- 2) issuing a purchasing card to each head debate coach in the amount of \$7,500 per month;
- 3) discontinue the use of purchase orders for all transactions less than \$250 to assist in the reduction of paperwork and time for small dollar transactions.

After Board discussion, it was decided to put these recommendations on the consent agenda for the February 13, 2006 Board meeting.

DISCUSSION REGARDING BOARD POLICY 6432: VOLUNTARY TERMINATION BENEFITS FOR EDUCATIONAL SUPPORT PERSONNEL RETIRING UNDER IMRP

Dr. Schilling presented revisions to Board Policy 6432: Voluntary Termination Benefits for Educational Support Personnel Retiring Under IMRF, recommending that the Board take action so the policy could take effect on April 4, 2006, with the exceptions of the Health Reimbursement Account.

He reviewed the process undertaken with important stakeholder groups to get to this final policy which restructures their benefits to make them more equitable, as well as to provide each retiree with a basic health benefit which had been missing previously. Mr. Boron suggested a few revisions to the wording of the policy. After board discussion, it was decided to place this policy including aforementioned revisions on the consent agenda for the February 13, 2006 board meeting.

DISCUSSION REGARDING BOARD POLICY REVISION 8030: STUDENTS TRANSFERRING INTO THE GLENBROOK DISTRICT

The Board was presented with suggested revisions to BOARD POLICY 8030: STUDENTS TRANSFERRING INTO THE GLENBROOK DISTRICT. These revisions would provide the Board with the option of requiring the terms of previous expulsions/suspensions of students transferring into the district to be served prior to their admission into a school in our district. After brief discussion, it was decided to place this policy on the consent agenda for the board meeting on February 13, 2006.

DISCUSSION REGARDING COOK COUNTY CLASS C PROPERTY TAX INCENTIVE FOR 1000 SKOKIE BLVD

Dr. Schilling presented information to the Board concerning a request from the Skodun Group for a Cook County Class C property tax incentive for the future development of 1000 Skokie Blvd., in Northbrook. Following the Village of Northbrook's general procedures, this request was forwarded to all affected school and park districts for review and comment. Dr. Schilling informed the board that since this was a new development, the district would receive any new property taxes over and above the tax cap and thus he would recommend they support the request. As in the past with similar requests, the board directed Dr. Schilling to write a letter to the Village of Northbrook supporting whatever choice they felt would be in the best interest for the economic development of Northbrook.

DISCUSSION REGARDING CLERICAL STAFFING STUDY

Dr. Schilling reminded the board that during the past 3-5 years, the district had meticulously reviewed each of its areas of support staffing. He indicated that, as with each of the other cases, the district had completed a preliminary review of clerical staffing with contiguous districts and found that there might be some inefficiencies and compensation issues meriting further investigation. He noted that the current contract with the support staff group G.E.S.S.A. (which includes members of the district's technology and clerical staff) expires on June 30, 2006 and so it is timely to conduct a clerical staffing audit. He presented the board with two proposals received to conduct this audit. He recommended that the board utilize the services of McGladrey and Pullen to perform the clerical staffing audit due to their extensive business and HR resources. The proposal fee for all of the services outlined is \$15,000 with a report to the board coming back at the March 13, 2006 board meeting.

APPROVAL OF MOTION TO APPROVE PROPOSAL FOR CLERICAL STAFFING AUDIT

Motion by Mr. Boron, seconded by Mr. Berzon, to approve the proposal for the clerical staffing audit to be conducted by McGladrey and Pullen for a fee of \$15,000 as outlined in agenda item #17.

Upon calling of the roll:

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

nay: none

Motion carried. 6-0.

ADJOURNMENT

Motion by Mr. Matsakis, seconded by Mr. Boron, to adjourn the meeting at approximately 12:20 a.m.

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

Motion carried. 6-0.

* Means Berzon, Boron, Hammer, Jeffery, Matsakis, Torf. Absent: Shein (present by phone from 9:20 p.m. - 11:00 p.m.)

CERTIFIED TO BE CORRECT:

PRESIDENT - BOARD OF EDUCATION

SECRETARY - BOARD OF EDUCATION

Thursday, January 26, 2006	8:30 a.m.	Comprehensive Planning Process - Workshop GBS Lyceum
Monday, February 13, 2006 Meeting	7:30 p.m.	Regular Board
Monday, February 27, 2006 Meeting	7:30 p.m.	Regular Board