

**MINUTES OF REGULAR MEETING,
BOARD OF EDUCATION, SCHOOL
DISTRICT #225, COOK COUNTY,
ILLINOIS, February 25, 2008**

A regular meeting of the Board of Education, School District No. 225 was held on Monday, February 25, 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, Jeffrey, Shein, Taub, and Torf. Absent: none. Also present: Dill-Varga, Freeman, Freund, Hales, Helander-Heiser, Hoynes, Ptak, Pryma, Riggle, Schilling, Siena, and Wegley.

APPROVAL OF 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, Jeffrey, Shein, Taub, and Torf.

nay: none

Motion carried. 7-0.

INTRODUCTION OF STUDENTS AND STAFF WHO EXCEL

Mrs. Diane Freeman informed the Board that Hillarie Siena, Director of Business Affairs, had been nominated to the Board of Directors of the Illinois Association of School Business Officials for a three-year term beginning July 1, 2008.

Mrs. Freeman introduced Glenbrook North assistant principal/student activities Mike Tarjan, who introduced the student association board and canned food drive committee chairpersons responsible for the successful food drive this year. They collected a record 61,000 cans of food for local charities.

Mrs. Freeman introduced Mr. Chad Davison, Glenbrook North Music instructional supervisor, who introduced some of the twenty band, orchestra, and choir students who represented Glenbrook North and South downstate in various all-state groups.

RECOGNITION OF COMMUNITY VISITORS

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

BOARD AND SUPERINTENDENT REPORTS

Dr. Hales expressed 50th birthday greetings to Dr. Riggle.

Board member Torf shared a Letter to the Editor written by former board member Elias Matsakis, who spoke to the success of the Glenbrook South Variety Show. Board member Boron also expressed his pleasure with the show.

Principal Wegley informed the Board that the swim team came in third place in state.

Principal Riggle informed the Board that the Glenbrook South and North mathematics teams received the 2007-08 Siemens Award for Advanced Placement for \$1,000.

MOTION TO APPROVE CONSENT AGENDA excluding consent agenda item #6.4 minutes

Motion by Mr. Berzon, seconded by Mr. Taub to approve the following items on the consent agenda, excluding consent agenda item # 6.4

1.) the appointment of the following educational support staff contained in Mrs. Helander-Heiser's memorandum dated February 20, 2008.

APPOINTMENTS

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>
Gan, Alexandra (Repl. A. Kasprzyk)	Clerical	02.19.08	ADM
Thieleman, Lindsay (Repl. K. Murphy)	Instructional Assistant	02.20.08	GBN

TRANSFERS

Levchenko, Elizabeth (Repl. J. Wawryk)	Clerical/Science to Guidance	02.19.08	GBN
Regal, Linda (New Position)	Clerical/Guidance to District	02.25.08	ADM
Spellman,	Parapro to IA	01.28.08	GBS

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>
Julie (Repl. D. Irizarry)			
Wawryk, Jennifer (Repl. J. Wawryk)	Clerical/Guidance to IMC	02.11.08	GBN

the appointment of the following certificated staff as recommended by the director of human resources

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>	<u>SALARY</u>
Matheson, Lillian E.	Special Education Teacher	02.20.08	GBN	BA/Step 1, 77 days

the resignation of the following educational support staff contained in Mrs. Helander-Heiser's memorandum dated March 8, 2006.

Personnel - Resignations

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>
Kostyra, Ken	Clerical	03.07.08	ADM

2.) the issuance of Vendor Checks Nos. 30940 through 31114 in the amount of \$1,375,438.57 as listed on the attached checks register dated February 25, 2008 and ACH transactions in the amount of 206,838.79 as listed in the ACH Summer for a total amount of \$1,582,277.36.

3.) the Open and Closed Session Minutes from the February 11, 2008 as corrected.

4.) the reimbursement of the Revolving Fund for Employees the month of January in the amount of \$36,687.92 represented by checks No. 43996 through 44006, 44035 through 44077, 44079 through 44087, 44114 through 44126 and 44140 through 44196. the reimbursement of the Revolving Fund for Vendors for the month of January in the amount of \$151,465.39 represented by checks No. 44007 through 44034, 44078, 44088 through 44113, 44127 through 44139, and 44197 through 44210. Checks issued in January voided in January: None. Check issued in previous months, voided in January: No. 43990, 44138.

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 51438 through 51468, 51770 through 51601 and 51621 thru

51682. Voided checks are numbers 51469. Total checks issued were \$90,262.13. Vendor Payroll check numbers 51602 through 51620, and 51683 thru 51691 totaled \$30,763.42. With employees' Federal, State, and FICA/Medicare withholding taxes of \$760,277.38, TRS contributions of \$355,567.06 other deductions of \$340,813.23 and direct deposit of \$2,966,982.27, the gross payroll for the month of January was \$4,513,981.54. TRS employer contribution was \$78,044.59 and employer matching FICA and MED was \$121,970.56.

6.) the Board of Education Approval of Student Fees for 2008-2009 School Year as contained in consent agenda Item #6.7

7.) the Board of Education Approval of ISBE Required Title I District Plan as contained in consent agenda Item #6.8

8.) the Board of Education Approval of the sabbatical request as contained in consent agenda Item #6.9

9.) the Board of Education Approval of the GBS Boys Lacrosse Spring Break Tri as contained in consent agenda Item #6.10

Upon calling of the roll:

aye: Berzon, Boron, Hammer, Jeffrey, Shein, Taub, and Torf.

nay: none

Motion carried. 7-0.

Three board members said they would abstain, as they were not in attendance at the meeting represented in the minutes.

MOTION TO APPROVE CONSENT AGENDA ITEM # 6.4 (MINUTES)

Upon calling of the roll:

aye: Berzon, Jeffrey, Shein, and Taub.

nay: none

abstention: Boron, Hammer, and Torf

Motion carried. 4-0.

DISCUSSION/ACTION: AWARD OF BID GENERAL TRADES-BID PACKAGE 4

Mrs. Kim Ptak presented the Board with information about Bid Package #4, covering the GBN Kitchen/Cafeteria Remodel, Science/Horticulture Remodel, and Life Safety/Infrastructure Maintenance. The total amount for Bid Package #4 is \$11,420,082.

Mrs. Ptak along with our architect, construction manager and our administrators reviewed the details for each alternate included in the package and addressed board questions. Board members asked questions about which items still needed to go out to bid and what the overall financial picture would be. Board member Boron expressed a concern that sufficient details were not included in the board packet; however, other board members were comfortable with the process of discussing the information during the meeting.

MOTION TO APPROVE: AWARD OF BID GENERAL TRADES-BID PACKAGE 4

Motion by Mr. Hammer, seconded by Mr. Boron to approve the award of bid General Trades- Bid Package #4 for all listed in Attachment A (agenda item #7) and to reject the Alternates in B, including alternate #17

Upon calling of the roll:

aye: Berzon, Boron, Hammer, Jeffrey, Shein, Taub, and Torf.

nay: none

Motion carried. 7-0.

(See agenda item # 7)

DISCUSSION/ACTION: AWARD OF BID FURNITURE- GBN

Mrs. Kim Ptak recommended that the Board award the bid for furniture for Glenbrook North to Lowery McDonnell in the amount of \$448,107. \$70,000 of the amount is to be paid for from referendum funds, with the balance coming from GBN building funds.

MOTION TO APPROVE: AWARD OF BID FURNITURE -GBN

Motion by Mr. Hammer, seconded by Mr. Taub to approve the award of bid furniture - GBN as detailed in agenda item #8

Upon calling of the roll:

aye: Berzon, Boron, Hammer, Jeffrey, Shein, Taub, and Torf.

nay: none

Motion carried. 7-0.

(See agenda item #8)

DISCUSSION/ACTION: AWARD OF BID - PAVING

Mrs. Kim Ptak recommended that the Board award the Glenbrook North and Glenbrook south paving bids to Chicagoland Paving and to Lorusso Cement in the amounts of \$364,999 and \$90,225 respectively. She provided details about the relationship of the paving to the building additions and site utility work.

MOTION TO APPROVE: AWARD OF BID - PAVING

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

Upon calling of the roll:

aye: Berzon, Boron, Hammer, Jeffrey, Shein, Taub, and Torf.

nay: none

Motion carried. 7-0.

(See agenda item # 9)

DISCUSSION/ACTION: AWARD OF BID - ATHLETIC EQUIPMENT

Mrs. Ptak presented the Board with a recommendation to award a bid for athletic equipment to Life Fitness at a price of \$246,216 with a guaranteed train-in after 4 years of \$39,700. The price includes a four-year extended warranty, one preventative maintenance visit and 2 site visits per year, accompanied by a 24 hours service level agreement. This bid includes 40 pieces of cardio equipment per school. Life Fitness offered \$1,000/year for three years in exchange for signage and banners to be determined and approved by Glenbrook and Life Fitness; however, the board did not approve that agreement.

MOTION TO APPROVE: AWARD OF BID - ATHLETIC EQUIPMENT

Motion by Mr. Jeffrey, seconded by Mr. Taub to approve the agenda for this meeting.

Upon calling of the roll:

aye: : Berzon, Boron, Hammer, Jeffrey, Shein, Taub, and Torf.

nay: none

Motion carried. 7-0.

(see agenda item # 11)

DISCUSSION/ACTION: BUILDING PROJECTS AND CAPITAL OUTLAY

Mrs. Kim Ptak presented the board with a list of the building project/capital outlay requests from Glenbrook North and South. These projects reflect building level priorities. Questions were answered by building principals.

MOTION TO APPROVE: BUILDING PROJECTS AND CAPITAL OUTLAY

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

Upon calling of the roll:

aye: : Berzon, Boron, Hammer, Jeffrey, Shein, Taub, and Torf.

nay: none

Motion carried. 7-0.

(See agenda item # 10)

DISCUSSION/ACTION: APPROVAL OF FOUNDATION CONSULTANT CONTRACT

Mrs. Kim Ptak recommended that the Board approve a two-year contract with Foundation consulting services in the amount of \$38,900 (plus travel). The committee formed to research the idea of forming a Glenbrook Educational Foundation has come to consensus after much research that expertise is needed from someone who has experience in developing educational foundations. Dr. Glen Gerard is the president of FCS with over 20 years of experience in this area and a long list of area school districts on his resume. The foundation would repay the district via future gifts to the school in the form of scholarships and facility projects.

Board member Boron asked that the cancellation section of the contract be clarified. He also suggested that a method for polling the different classes of donors be developed to ascertain the wishes of potential donors.

Board consensus is to approve this on the consent agenda on March 10, 2008 if satisfied with the changes to the contract.

(See Agenda Item #12)

DISCUSSION/ACTION: PROCEDURES FOR RELEASE OF EDUCATIONAL SUPPORT STAFF AND NON-TENURED TEACHERS

Mrs. Vickey Helander-Heiser informed the Board of the district's standard procedures regarding the release of nontenured teachers. Nontenured teachers must be released at least 45 days before the end of the school year, June 10, 2008.

She explained that as has been done in the past for several years, she will request that the Board offer contracts to those nontenured and part-time teachers for whom we are already certain positions exist and for whom we want to rehire. These individuals will not be released. She also explained that it is likely that some of the teachers who will be released at the next board meeting on March 10, 2008 will be re-employed when more information is available this spring. She indicated that resolutions for Board adoption regarding this matter would be on the agenda for March 10, 2008.

(See agenda item #13)

DISCUSSION/ACTION: CERTIFIED TEACHING POSITIONS FOR 2008-09

Mrs. Barbara Dill-Varga, assistant superintendent for educational services, provided information about the certified teaching positions for 2008-09. She indicated that the proposal reflects the restoration of FTE due to the passing of the referendum, calculations for FTE for 2008-09 utilizing our standard methodology in effect for at least a decade and, additional FTE proportionately allocated to begin to address at risk programming in each building as articulated during the informational meetings prior to the referendum.

She recommended that the Board authorize staffing for 2008-09 as follows: 170.2 FTE for Glenbrook North, 198.90 FTE for Glenbrook South for a district total of 369.10 FTE. This represents an increase of 4.4 FTE district wide which will cost the district approximately \$351,000.

Dr. Hales recommended that an additional 1.0FTE be granted to Glenbrook South to assist in keeping excellent nontenured teachers. In one more year, due to certain retirements, there will be a need for these individuals. A similar recommendation was made last year and approved for Glenbrook North. Both principals have and will only use this additional FTE if absolutely necessary.

The Board agreed to approve a total of 370.10 FTE, which includes 170.2 for Glenbrook North, and 199.90 for Glenbrook South.

MOTION TO APPROVE: CERTIFIED TEACHING POSITIONS FOR 2008-09

Motion by Mr. Boron, seconded by Mr. Taub to approve a total of 370.10 FTE for the district, which includes 170.2 for Glenbrook North, and 199.90 for Glenbrook South (includes additional 1.0 FTE for South)

Upon calling of the roll:

aye: : Berzon, Boron, Hammer, Jeffrey, Shein, Taub, and Torf.

nay: none

Motion carried. 7-0.

(See agenda item # 14)

**DISCUSSION/ACTION: REVIEW OF FINANCIAL DASHBOARDS AND
PARAMETERS FOR 2008/09 BUDGET**

Dr. Schilling provided the Board with an overview of the financial situation in the district in light of the referendum and current and future initiatives. Key indicators are very positive showing the district maintaining a 33% fund balance through 2016/17.

MISCELLANEOUS TOPICS

- Reminders about the Techny concert on Sunday.

Board member Boron updated the Board on a recent Illinois Supreme court ruling regarding a school district's rights re: property tax appeals.

MOTION TO MOVE INTO CLOSED SESSION

Motion by Mr. Boron, seconded by Mr. Hammer, to move into closed session at approximately 10:40 p.m. To consider the appointment, employment, compensation, discipline performance, or dismissal of specific employees, collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees, student disciplinary cases and litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, other matters relating to an individual student, namely a determination of a student's residency within the district (Section 2 (c) (1), (2), (9), (10) and (11) of the Open Meetings Act).

Upon calling of the roll:

aye: : Berzon, Boron, Hammer, Jeffrey, Shein, Taub, and Torf.

nay: none

Motion carried. 7-0.

The Board returned to open session at 11:15 p.m.

ACTION REGARDING MATTERS DISCUSSED IN CLOSED SESSION

MOTION TO SUSPEND EMPLOYEE # 022508-01 WITHOUT PAY EFFECTIVE AT THE CLOSE OF BUSINESS FRIDAY, FEBRUARY 22, 2008, FOR INSUBORDINATION

Motion by Mr. Boron, seconded by Mr. Hammer to suspend employee #022508-01 without pay effective at the close of business Friday, February 22, 2008, for insubordination

Upon calling of the roll:

aye: : Berzon, Boron, Hammer, Jeffrey, Shein, Taub, and Torf.

nay: none

Motion carried. 7-0.

MOTION TO DIRECT THE SUPERINTENDENT TO DRAFT A LETTER OF REMEDIATION FROM THE BOARD DIRECTING EMPLOYEE #022508-01 THAT FUTURE INSUBORDINATION WILL LEAD TO DISCHARGE.

Motion to direct the superintendent to draft a letter of remediation from the Board directing Employee #022508-01 that future insubordination will lead to discharge.

Upon calling of the roll:

aye: : Berzon, Boron, Hammer, Jeffrey, Shein, Taub, and Torf.

nay: none

Motion carried. 7-0.

MOTION TO REJECT SETTLEMENT OFFER FROM EMPLOYEE # 022508-01

Motion to reject settlement offer from employee # 022508-01

Upon calling of the roll:

aye: : Berzon, Boron, Hammer, Jeffrey, Shein, Taub, and Torf.

nay: none

Motion carried. 7-0.

MOTION FOR ADJOURNMENT

Motion by Mr. Hammer, seconded by Mr. Taub,

to adjourn the meeting at approximately 11:20 p.m.

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

Motion carried.

* means aye: Berzon, Boron, Hammer, Jeffrey, Shein, Taub,
and Torf.

CERTIFIED TO BE CORRECT:

PRESIDENT - BOARD OF EDUCATION

SECRETARY - BOARD OF EDUCATION

UPCOMING BOARD MEETINGS:

Meetings will be held in the
Board Room (unless otherwise noted) of the
Northfield Township High School District #225
Administration Building,
1835 Landwehr Road,
Glenview, Illinois.

Monday, March 10, 2008

7:30 p.m.

Regular Board Meeting

Monday, April 14, 2008

7:30 p.m.

Regular Board Meeting