

**MINUTES OF REGULAR MEETING  
BOARD OF EDUCATION  
SCHOOL DISTRICT #225  
COOK COUNTY, ILLINOIS  
February 14, 2011**

A regular meeting of the Board of Education, School District No. 225 was held on Monday, February 14, 2011, at approximately 7:05 p.m. at Glenbrook North High School Library, 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:

Boron, Hammer, Martin, Shein, Taub, Wolfson

Absent: Regalbuto (arrived, 7:15 p.m.)

Also present: Caliendo, Geddeis, Pryma, Riggle, Siena, Wegley, Williamson

**APPROVAL OF AGENDA FOR THIS MEETING**

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

Upon calling of the roll:

aye: Boron, Hammer, Martin, Shein, Taub, Wolfson

nay: none

Motion carried 6-0.

**STUDENTS AND STAFF WHO EXCEL**

Ms. Geddeis introduced the cast and crew of GBN students who earned the showcase selection at the state theatre festival. Students performed the introductory act of their performance, the *Putman County Spelling Bee*. Two students from this group were selected for the crew of the state musical and served as stage manager and assistant stage manager.

GBN drama instructor, Ms. Julie Ann Robinson, explained the selection process in which judges came to the school to judge and select the showcase performance. GBN represented one of three musicals chosen. This was the first time that GBN participated in this event.

Following the performance, students introduced themselves and their roles in the show.

President Shein asked students what they learned from their experience in going down state. Students stated that the audience truly appreciated the performed. This gave the students a whole new appreciation for their program at GBN in seeing that so many people loved the performance.

Mr. Taub asked if any students plan to continue in theatre as a career. Some students raised their hands.

Dr. Riggle asked the students about the impact of the new drama room. Students indicated that because two fall plays were performed this year, the new drama room helped in terms of rehearsal and performance space. The new room allows for a more intimate performance space and theater students have more interaction with each other.

Dr. Riggle asked the students who were selected as part of state musical about their experience. Both students stated that they loved the experience and it reassured one of them in her choice in pursuing theatre as a career. The students explained that starting in August they spent one weekend every month, all day every day, in preparation for the state musical.

Dr. Riggle asked students to introduce family members who were present. Students introduced their parents. Dr. Riggle thanked the parents for their hours of support.

Mr. Pryma thanked the school staff, Mr. Davidson, Ms. Robinson and Mr. Monaghan for their work with the students.

Ms. Robinson introduced the piano player for the performance. She stated that the music for the show is difficult and without the pianist, students would not have been able to choose this performance. She thanked members of the new theater parent organization, the Theater Arts Parent Organization.

#### **RECOGNITION OF COMMUNITY VISITORS**

None.

#### **BOARD AND SUPERINTENDENT REPORTS**

Dr. Riggle mentioned the change in configuration of the Board meeting so that the audio would be improved. He asked the audience to let him know if they were having difficulty hearing.

Dr. Riggle reported on the GBN variety show that was held last week.

Dr. Riggle stated that the GBS student art show is this week in the lyceum.

Dr. Riggle mentioned that the GBS variety show is the week of February 22. There is no school on Monday, February 21, President's Day.

Dr. Riggle stated that on Thursday, February 17, he will meet with GBS student focus groups. He will do the same at GBN on March 2 and 3. He will spend two days at GBN because of the A/B Block schedule.

Mr. Boron reported on the recent Policy Committee meeting attended by he and Mr. Wolfson. Following the meeting they attended the Open House for the new Off Campus & Glenbrook Evening High School. The students present for the open house gave the facility more life. Students really appreciate the facilities they have.

Mr. Boron indicated that he attended the GBN variety show and commented on a wonderful performance. The talent level of students at GBN continues - as students graduate new talent replaces that of departing students.

Mr. Boron stated that he was present at a charity dance marathon at the University of Iowa. This event had 1,500 to 2,000 students participate. A number of Glenbrook students participated in this event.

Mr. Wolfson commented on the new Off Campus/GBE facility, indicating it was money well spent. The students and faculty are very appreciative. The new foods room and science area are wonderful.

**MOTION TO APPROVE CONSENT AGENDA**

Motion by Mr. Boron, seconded by Mr. Taub to approve the following items on the consent agenda

- 1.) a. the appointment of the following certificated staff as recommended by the assistant superintendent for human resources

**APPOINTMENTS**

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>	<u>SALARY</u>
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Lara Cummings Assistant 07.01.11 GBS \$136,871  
Principal  
for  
Student  
Services

- 1.) b. the appointment of the following educational support staff contained in the assistant superintendent for human resources memorandum dated February 9, 2011.

**APPOINTMENTS**

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>
Balabanos-Bank, Margaret (Repl. S. Mandarino)	Paraprofessional	01.24.11	GBS

- 2.) a. no certified resignations  
b. the resignation of the following educational support staff contained in the memorandum dated February 9, 2011.

**Personnel - Resignations/Terminations**

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>
Mackey, Justine	IA/Job Coach	02.25.11	GBN

3. the Board of Education review of the FOIA request contained in consent agenda item #6.3.

4. the issuance of Vendor Checks Nos. 46416 through 46707 in the amount of \$1,006,641.27 as listed on the attached checks register dated February 14, 2011.

5. the reimbursement of the Revolving Fund for Employees for the month of January in the amount of \$38,082.68 represented by checks No. 6028, 6030 through 6082, 6114 through 6125, 6158, 6161 through 6219 & 6248 through 6280.

the reimbursement of the Revolving Fund for Vendors for the month of January in the amount of \$201,719.85 represented by checks No. 6029, 6083 through 6109, 6126 through 6157, 6159 through 6160, 6220 through 6247 and 6281 through 6336. Checks

issued in January voided in January: No. 6155 & 6293. Check issued in previous months, voided in January: n/a.

6. the GBN Band Trip as contained in consent agenda item # 6.6.

7. the revisions to the 2011-2012 school year calendar as contained in consent agenda item # 6.7.

8. board policy 6433 and 7030 as contained in consent agenda item # 6.8.

9. the Open and Closed Session Minutes from the January 24<sup>th</sup> Regular Board Meeting.

10. the acceptance of the following gifts:

<b>Gift From</b>	<b>Amount or Item</b>	<b>School</b>	<b>Department</b>	<b>Account</b>
Guarantee Trust Life Insurance Company	\$400.00	GBS	Music Department	830195
Thomas Place L.P.	\$200.00	GBS	Music Department	830195
Covenant Village of Northbrook	\$150.00	GBS	Music Department	830195
GBS High School Debate Society League	\$2850.00	GBS	Debate	830290
Goodman Family Foundation	\$3,900.00	GBS	Student 2 Student	830992
Steve Mazza Miracle Basketball	\$4,500.00	GBS	Scholarship	830835
Donna J. Herrmann	\$150.00	GBS	The Cure Club	830525
Scott and Brenda Field	1998 Honda Accord VIN 1HGCG5650WAO43217	GBS	Vehicle Donation for GBS Automotives program	
St. Philip's Church	\$100.00	GBS	Music Department	830195
VI At The Glen	\$350.00	GBS	Music Department	830195
No.Suburban Branch of the Chicago Dental Society	\$250.00	GBS	Music Department	830195
Mid-Century Combine	\$350.00	GBS	Music Department	830195
St. Joseph Women's Club	\$250.00	GBS	Music Department	830195
American Assc. of University Women	\$250.00	GBS	Music Department	830195

Upon calling of the roll:

aye: Boron, Hammer, Martin, Regalbuto, Shein, Taub, Wolfson

nay: none

Motion carried 7-0.

**DISCUSSION/ACTION: CERTIFIED STAFF AUTHORIZATION FOR THE 2011-2012 SCHOOL YEAR**

Dr. Caliendo stated that he worked with the principals and associate principals to apply the October registration numbers to the staffing formula.

Dr. Riggle described the process and timeline for staffing determination.

Dr. Caliendo summarized the memo that outlined the proposed staffing. He reviewed historical information driven by enrollment and enrollment projections. He noted that one school had a slight increase in enrollment and the other had a slight dip. He stated that the district continues to rely upon the formula that has served the district well for many years.

Mr. Martin asked if the district has data regarding how good the enrollment projections have been for the last five years.

Dr. Riggle stated that it would take a short amount of time to calculate the comparison of projection to actual enrollment. He indicated that this is usually within 1%. GBS is a little higher than projected. GBN is a little lower than projected for the 2011-2012 school year.

Mr. Taub asked about the number of courses taken by students per year, on average.

Dr. Riggle described the recent slight shift in the average number of courses taken by students. He indicated how the formula is applied to the number of courses selected. He explained how the base number of enrollment and special programs approved by the Board makes up the total number of FTE for Board approval. Dr. Riggle described the impact of new courses.

Mr. Taub stated that student course selections are based upon college requirements and state graduation requirements. He asked about the impact on staffing of an increase in enrollment of 50 students.

Dr. Riggle provided an explanation of how the district would calculate staffing based upon this increase.

Mr. Taub asked about the high level of predictability in the formula.

Dr. Riggle stated that the staffing formula has been very predictable in tying out to needed FTE.

Mr. Taub asked about the impact of the reduction of 1.5 FTE per school for the 2011-2012 school year.

Dr. Riggle stated that the schools usually do not expend all of their FTE granted by the Board. They keep enough FTE held back so they can cover any variation. If the school would ever need additional FTE they would have to come back to the Board to request additional FTE.

Mrs. Siena stated that human resources ties out FTE by department per building in September. Ideally, the district wants to come in under 1% of budget.

Mr. Boron estimated, based on Dr. Riggle's calculation that roughly seven to eight sections per school are being cut. If the schools are not using all of their allocated FTE, there is not a lot of impact in cutting 1.5 FTE, but the buildings may have to cut closer because don't have as much of a cushion.

Mr. Shein asked if enrollment typically increases after school starts.

Mr. Wegley indicated that for GBS, the recent trend has been to see an increase.

Dr. Riggle stated that GBN is more stable because of the real estate options in the community.

Mr. Wegley indicated that as some students move in, others move out.

President Shein asked about the Board approving the staffing for next year at this meeting or if it would be placed on consent next time.

Dr. Riggle indicated that it would be on the consent agenda for the next meeting. This will provide time for the buildings to have a stable number so that they can start building their master schedules. This process started with the recruitment fair two weeks ago. Knowing the number now helps with staffing.

Mr. Hammer asked if the staffing number included special education.

Dr. Riggle indicated that in April the district will have a better idea of the special education staffing number.

Mr. Boron asked the principals to realistically indicate the impact in the reduced FTE on their school. He asked the principals if they will reserve the same amount of FTE as in the past.

Principal Wegley indicated that he would likely reserve close to the same number of FTE. Principal Pryma stated that he may not reserve as much FTE as in the past with the cost-saving reduction of 1.5 FTE coupled with the reduction in GBN's enrollment.

Dr. Riggle reviewed a staffing study conducted in the fall of 2005 that included the staffing cut taken by both schools before the referendum. The administration was able to determine the class average impact of this reduction. He reminded the Board that the contract language limits class size and load for teachers.

Dr. Riggle reviewed the FTE that was partially restored following the referendum.

Mr. Wegley stated that he does not see the reduction affecting programs, but it will affect some class size. GBS will likely see a little larger class size, but will stay within the contractual maximums.

Mr. Taub stated from a financial standpoint both schools will have attrition due to retirements and will have some cost savings in that. He asked about upcoming retirements.

Dr. Caliendo indicated that this April teachers who wish to retire in the next four years will declare. He reminded the Board of the succession memo shared in December and suggested reviewing this memo that lists retirees over the next four years.

Mr. Taub stated that the district can achieve budget reductions in small steps over time.

(See Agenda Item #7)

**DISCUSSION/ACTION: RESOLUTION AMENDMENT FOR 3801 W. LAKE AVENUE**

Dr. Riggle introduced Mrs. Siena. She reviewed the history and change in anticipated use of the 3801 West Lake Avenue property. She explained that because the 3801 building will not be used as a school, the district is currently paying \$87k in property tax. If the district's lease arrangement is amended, this reduces the property tax. Mrs. Siena reviewed financing options to purchase



the lease from the Wayne Hummer Trust. She stated that if the district converts the lease certificates into conventional debt certificates, then the district will become the official owner of record.

Mr. Taub asked for clarification regarding the district simply buying the property outright.

Ms. Hennessy from the William Blair Company, which serves as the district's financial advisor, explained that there is \$2.4M left on the debt. Currently, there is a 9-year lease certificate. This is not callable because municipal bonds are usually not callable for 10 years.

Mr. Shein asked why the Wayne Hummer Trust would be agreeable to the proposal.

Mr. Hammer suggested that as long as the interest and principal are paid, Wayne Hummer Trust should not care about the change.

Mrs. Siena stated that if the market would turn around it may be better to purchase the building outright.

Mr. Hammer asked about the cost of the paperwork to complete the transaction.

Mrs. Siena explained the cost would be minimal.

Mr. Martin asked how confident Mrs. Siena is that the tax will be \$25k following this transaction.

Mrs. Siena stated that this is based upon the current tax bill. There is no reason why the county would not grant an exemption.

Mr. Boron stated that this would be \$45k in savings per year.

Mr. Wolfson clarified that the current tenants' taxes are built into their rental agreements.

Mrs. Siena confirmed that this is correct.

Dr. Riggle stated that the recommendation is not critical in terms of time line. This will be placed on consent at the next meeting.

Mr. Shein clarified that the district is converting debt to debt.

Mrs. Siena confirmed that the district is converting lease certificates to debt certificates. The current owner, Wayne Hummer Trust, is a taxable entity. The tenants will remain the

taxable piece. By removing Wayne Hummer Trust as the owner of record, this mitigates the district's portion of property taxes.

Mr. Shein indicated that the savings is based upon the amount of currently known taxes and that taxes could go up.

(See Agenda Item #8)

### **MISCELLANEOUS TOPICS**

Dr. Riggle stated that during the blizzard there was a Technology Committee meeting that was cancelled and needs to be rescheduled. He suggested possible meeting dates. It was difficult for committee members to meet on the dates that Dr. Riggle initially suggested. It was decided that the Technology Committee will meet on Monday, February 28 at 7:30 a.m. at GBS. Dr. Riggle indicated that he would like to get the technology budget out to the committee. The district needs to consider a new computer lease agreement for next year.

Dr. Regalbuto clarified that there are regular Board meetings on March 14 and 21.

Dr. Riggle confirmed these dates. The district has to act on teacher releases by a certain date, thus the need for two meetings back to back.

### **REVIEW AND SUMMARY OF BOARD MEETING**

President Shein reviewed the following:

There is a student art show in the lyceum this week at GBS.

Next Wednesday, Thursday and Friday GBS will host their variety show starting at 7:30 p.m.

The Board discussed the certificated staff recommendation. If Board members have follow-up questions they should be sure to contact the administration for more information and feedback.

The Board discussed the conversion of lease certificates to debt certificates. This is a good idea and will appear on the consent agenda at the next meeting.

The Technology Committee meeting was rescheduled.

The next regular Board meeting will be February 28.

### **AGENDA ITEMS FOR FUTURE BOARD MEEETING**

Mr. Martin asked if the district had any information regarding the satisfaction with busing in the last five years. He asked where complaints end up.

Mrs. Siena indicated that Lisa Wall serves as the district bus coordinator and complaints would be handled by her.

Mr. Pryma stated that the district is happy with the current situation. Dr. Riggle stated that this is based more upon improvements in activity and athletic bus service.

Mr. Martin asked if there was any regularity of complaints regarding busing. Dr. Riggle indicated that there has not been a history of complaints in the past five years.

**MOTION TO MOVE INTO CLOSED SESSION**

Motion by Mr. Boron, seconded by Dr. Regalbuto to move into closed session at approximately 8:23 p.m. to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity; and student disciplinary cases. (Section 2(c) (1), (2), (5), (6), (9), (10) and (11) of the Open Meeting Act.

Upon calling of the roll:

aye: Boron, Hammer, Martin, Regalbuto, Shein, Taub, Wolfson

Nay: none

Motion carried 7-0.

The Board returned to open session at 9:06 p.m.

**ACTION REGARDING MATTERS DISCUSSED IN CLOSED SESSION**

Motion by Mr. Boron, seconded by Mr. Wolfson for the expulsion of student 02-14-11-01, pursuant to the recommendations contained in the MDRC report and the discussions in closed session.

Upon calling of the roll:

aye: Boron, Hammer, Martin, Regalbuto, Shein, Taub, Wolfson

nay: none

Motion carried 7-0.

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Motion by Mr. Boron, seconded by Mr. Wolfson that action be taken against employee 02-14-11-01 in accordance with the discussions in closed session.

Upon calling of the roll:

aye: Boron, Hammer, Martin, Regalbuto, Shein, Taub, Wolfson

nay: none

Motion carried 7-0.

**ADJOURNMENT**

Motion by Mr. Wolfson, seconded by Mr. Taub to adjourn the meeting at approximately 9:08 p.m.

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

Motion carried 7-0.

\* Boron, Hammer, Martin, Regalbuto, Shein, Taub, Wolfson

CERTIFIED TO BE CORRECT:

\_\_\_\_\_  
PRESIDENT - BOARD OF EDUCATION

\_\_\_\_\_  
SECRETARY - BOARD OF EDUCATION

**UPCOMING BOARD MEETINGS:**

Upcoming meetings will be held at

Wed., Feb. 16, 2011	7:30 a.m.	Communications Committee Mtg. (GBS Principal's Conf. Room)
Mon., Feb. 28, 2011	7:00 p.m.	Regular Board Meeting (GBN Library)