

**MINUTES OF REGULAR MEETING,  
BOARD OF EDUCATION, SCHOOL  
DISTRICT #225, COOK COUNTY,  
ILLINOIS, JANUARY 9, 2012**

A regular meeting of the Board of Education, School District No. 225 was held on Monday, January 9, 2012, at approximately 7:01 p.m. at Glenbrook South High School Student Center, 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 (departed 8:22 p.m.), Martin, Regalbuto (via telephone), Shein, Taub, Wolfson

Absent:

Also present: Caliendo, Frandson, Muir, Pearson, Pryma, Riggle, Siena, Wegley, Williamson, Zimmerman

**APPROVAL OF AGENDA FOR THIS MEETING**

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

Upon calling of the roll:

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

nay: none

Motion carried 7-0.

**STUDENTS AND STAFF WHO EXCEL**

Ms. Zimmerman introduced students from GBN and GBS who earned performances in the Illinois High School Theater Festival at Illinois State University (ISU).

GBN students who earned roles in the state festival shared their experiences regarding the selection process.

Dr. Riggle asked about the number of hours that students spent on the All-state production.

Students stated that auditions started in June and those who were chosen commuted to ISU once a month and worked on the production for nearly 30 hours during each visit.

Mr. Hammer asked about students' post-high school plans and whether they had an interest in pursuing theater in college.

Students shared their future plans.

Dr. Riggle asked students to introduce their parents. Dr. Riggle acknowledged parents' support of their students.

The GBS' Comedy Sportz cast was selected from hundreds of applicants to perform their show. Ms. Barber, one of the sponsors, stated that students are trained by Comedy Sportz Chicago. The show is completely improvisation and cast members take suggestions from the audience.

Dr. Riggle asked how many will pursue plans to study theater.

Students shared their future interests.

Dr. Riggle asked students if the experience was what they thought it would be.

Students stated that it was different than they expected. It was a lot of work. Students enjoyed performing for students from a number of different high schools. They enjoyed meeting other students who were passionate about theater.

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

None.

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

Mr. Hammer shared information from the new NSSED service delivery model. NSSED is trying to be sensitive to all member districts. In the future, more districts may be using NSSED services as resources rather than having students served at NSSED. Lake Forest and Lake Bluff will remain members of NSSED. The same membership fees will be charged for all districts - both high school and elementary. NSSED is focused on preparing students' transition into the community as adults with special needs.

Dr. Riggle shared documents that explained the changes at NSSED. Ms. Pearson and Mrs. Siena will present information regarding the changes at the January 23 Board meeting. Their focus will be on the impact to District 225. The vote of the NSSED Governing Board will be in February. Mr. Hammer will represent D255 as a member of the NSSED Governing Board.

Dr. Riggle reported that it is the last week before final exams. The schools are preparing for the end of semester I and the start of semester II.

**MOTION TO APPROVE CONSENT**

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

- 1.) a. no appointments of certificated staff
- 1.) b. the appointment of the following educational support staff contained in the assistant superintendent for human resources memorandum

**APPOINTMENTS**

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>
Bialk, Rachel (New Position)	Instructional Assistant	1/23/12	GBN
Ruggerio, Marianne (New Position)	Instructional Assistant	11/28/11	GBS

- 2.) Resignations/termination
  - a. no resignations/termination of certificated staff
  - b. no resignation/termination of educational support staff
  - c. FTE Increase as contained in consent agenda item #6.3.

3.) no FOIA requests

4.) the issuance of Vendor Checks Nos. 50837 through 51403 in the amount of \$776,601.96 as listed on the attached checks register dated January 9, 2012.

the issuance of Vendor Checks Nos. 51044 through 51164 in the amount of \$446,893.95 as listed on the attached checks register dated January 9, 2012.

5.) the reimbursement of the Revolving Fund for Employees for the month of December in the amount of \$26,677.89 represented by checks No. 9086 through 9140, 9160 through 9193, and 9226 through 9271.

the reimbursement of the Revolving Fund for Vendors for the month of December in the amount of \$63,321.57 represented by checks No. 9141 through 9159, 9194 through 9225, and 9272 through 9312. Checks issued in December voided in December: No.9211. Check issued in previous months, voided in December: No. 6211 & 8971.

6.) the Open and Closed Session Minutes from the December 12, 2011 Regular Board Meeting.

7.) GBE Faculty Contracts/Salary Structure for Spring 2012 as contained in consent agenda item # 6.7.

8.) the acceptance of the following gifts:

Gift From	Amount or Item	School	Department	Account
Karen Pedersen	\$500.00	GBN	KELLY PEDERSEN-ROSSI MEMORIAL	820853
Malnati Organization, Inc.	\$285.65	GBN	STUDENT ACTIVITIES (CANNED FOOD DRIVE)	820990
Northwestern Univ. Guild	\$200.00	GBN	EXPRESS PERFORMANCE	820730
Sunset Ridge Country Club	\$1,300.00	GBN	EXPRESS PERFORMANCE	820730
Skokie Country Club	\$2,500.00	GBN	EXPRESS PERFORMANCE	820730
Eye Care, Ltd	\$250.00	GBN	EXPRESS PERFORMANCE	820730
Peter Wachter	\$1,000.00	GBS	Nurses Office – student needs	830060
Glenview State Bank	\$50.00	GBS	STAND	830984
Carol P. Brown & L.A. Pomeroy Jtwros	\$200.00	GBS	Music Scholarship	830984
P.M. & T. F. Buss	\$30.00	GBS	Glenview United	810900

Upon calling of the roll:

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

nay: none

Motion carried. 7-0.

**DISCUSSION/ACTION: CURRICULUM REPORTS**

Mr. Muir, GBS Associate Principal for Curriculum, presented a brief overview of GBS' curriculum reports.

Mr. Boron asked about the review of the CAD program where 88% of students in the class want to take architecture or engineering classes, but couldn't schedule the architecture or engineering courses. Mr. Kornick, GBS I.S. for Applied Technology, spoke to the large number of electives that are available to students.

Mr. Boron suggested restructuring the architecture of the engineering class, even if it means developing an introductory class, to give the students' the exposure they are seeking.

Mr. Kornick stated that GBS is exploring Project Lead The Way (PLTW) which does provide a sequential focus that would allow the students to access these types of courses.

Mr. Boron stated that certain levels of sophomore English focus on culture and identity with another level focusing on moral codes. There is not necessarily a continuing theme in the various levels.

Ms. Levine-Kelly, GBS English I.S., responded that all courses are moving in the direction of codes. At this time, they do not all having the same theme.

Mr. Hammer asked about articulation agreements with Oakton.

Mr. Kornick explained that in place of articulation agreements, dual credit is now available. However, Oakton's qualifications for high school staff to be an adjunct professor are stringent. With regard to autos, Triton is a better option than Oakton because of the levels that they offer. Mr. Kornick stated that he is in the process of setting up an advisory board comprised of local businesses. Many businesses are looking for soft skills.

Mr. Shein asked why students would not pursue dual credit courses.

Mr. Kornick and Dr. Williamson indicated that there can be issues with transfer credit from dual credit courses. Dr. Williamson clarified that dual credit courses are taught by high school faculty during the school day, but Oakton awards dual credit for courses in which the high school instructor and syllabus are approved by Oakton.

Mr. Taub asked if there are fewer colleges accepting Advanced Placement (AP) credit.

Mr. Muir stated that it is a mixed bag with regard to AP. Ms. Levine-Wissing, GBN Math I.S., stated that even if the student is not getting college credit for passing an AP exam, they can often advance to the next level of a course.

Mr. Boron commented that in looking at some of the world language reports there is a real ebb and flow of enrollment in certain languages such as Japanese, Russian and Latin. He asked if the administration should we be reviewing enrollments more frequently and consider phasing some languages in and out.

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Ms. Koller, GBN world language I.S., provided examples of cases where various languages have phased in and out based upon student enrollment. This happens naturally in response to student interest.

Mr. Wegley stated that enrollment in languages has been monitored each year.

Dr. Riggle observed as one school growing is towards 3,000 students and the other remaining around 2,000 students, we don't want to leave students in one community with fewer language offerings.

Ms. Frandson, GBN Associate Principal for Curriculum, provided an overview of GBN's curriculum reports. She referenced integrating reading and writing instruction in many of the academic areas. Academic Resource Center faculty and reading specialists have helped with this effort.

Mr. Martin thanked Ms. Frandson for her summary and suggested that, in the future, each school provide a brief written overview of curriculum reports for the Board and community.

Mr. Martin asked about the areas that are most in need of improvement in the curriculum.

Mr. Muir explained that each area is using a backward design model to examine the curriculum.

Mr. Shein asked for clarification regarding the backward design model.

Mr. Muir explained this process of beginning with the end in mind.

The need for the district to address the challenges presented by the new Common Core State Standards (CCSS) were explained - specifically, the idea that some concepts are moving to lower grade levels. With this shift, there will be less yearly repetition of content. More time will be spent on developing deeper student understanding of major concepts.

Ms. Levine-Wissing provided some examples of how content would shift to a different grade level or course.

Dr. Riggle mentioned that the federal government wants to move out of NCLB. We probably won't know where the federal government is going until after the 2012 elections.

Mr. Taub asked Ms. Levine-Wissing to elaborate on content shifting down to lower grade levels.

Ms. Levine-Wissing mentioned that CCSS is more like the European model where students see some concepts more in-depth at one level and concepts are not retaught at all levels. Currently, many concepts are retaught at many grade levels. For example, algebraic functions will move to the middle school. The high school mathematics curriculum would be comprised of six solid content modules with less repetition.

(See Agenda Item #7)

**DISCUSSION/ACTION: NEW COURSE PROPOSALS**

Ms. Frandson provided an overview of the new course proposals for GBN. Mr. Muir referenced the new course being proposed by GBS.

Mr. Martin asked for clarification about additional FTE for GBN as a result of the new courses. Ms. Frandson stated that no additional FTE would be required, but would come from the building allocation.

Mr. Martin noted differences in the new course proposals at each school every year. Many are driven by student interest and ideas from the faculty.

Dr. Riggle stated that the differences are so few that it does not drive a student to say that they want to go to the other school to experience the full scope of the curriculum that matches them better.

Dr. Riggle provided some examples of where courses were started at one school and later were also adopted by the other school. A school is not held back in proposing a new course, but they should try not to create something that cannot be replicated at the other school. There may be little variances in course titles, but in general the curriculum is very much the same. The schools constantly push each other. There is a healthy sibling rivalry between the schools. It doesn't bother us to see one school come forward with a new course not being proposed by the other school. Dr. Riggle and Dr. Williamson provided other examples in world languages and PE with regard to course offerings and enrollment in new courses.

(See Agenda Item #8)

**DISCUSSION/ACTION: BOOKSTORE PROPOSAL**

Dr. Riggle stated that Dr. Ptak has reviewed bookstore options, which has led us to a new collaboration.

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Dr. Ptak reminded the Board that the bookstores were outsourced five years ago. The bookstore sells all of our textbooks and serves as the bursar for the schools.

Dr. Ptak described the process of reviewing options for the bookstore. The district talked to three different online bookstore companies. They had very impressive websites; however, they wanted a minimum of \$130k for a management fee, would perform no bursar function and provide no in-house bookstore.

With additional research, Dr. Ptak found Beck's Bookstore. The company has been around for 55 years. They serve the Chicago area and Evanston. Their references were excellent. Their management fee is \$96k to run the bookstore. They will either ship books to the house or to the school. They will provide the bursar function and on-site bookstore.

Mr. Taub asked for clarification regarding the 15% mark-up being the vendor's profit plus the management fee.

Dr. Ptak confirmed that the vendor's profit consisted of the management fee and 15% mark-up.

Mr. Wolfson asked how the 15% mark-up compared to buying books independently online.

Dr. Ptak stated that if parents shop around, they can do better than the 15% mark-up. If parents purchase all books from another entity, then the markup is competitive.

Mrs. Siena emphasized the importance of up-front communication to parents.

Mr. Wolfson asked about book buy-back.

Dr. Riggle stated that if books are purchased through the vendor, there is a guaranteed buy-back compared to purchasing books from independent vendors. Approximately 85% of families buy books through the school bookstores.

Dr. Riggle stated that if we order books early, this could spread expenditures over 2-3 months so that families can plan better rather than having all school textbooks and fees come at book sale.

Mr. Boron asked about discontinued books being bought back as was the case with Follett.

Dr. Ptak stated that discontinued books are now bought back in the \$3-\$8 range.

President Shein stated that the program saves a lot of money and expressed hope that the district will get good service from Becks, as has been the experience with Quest, which is also a local family-run business.

Dr. Riggle stated that there will be a presentation from Beck's at an upcoming Board meeting.

(See Agenda Item #9)

**DISCUSSION/ACTION: FY12/13 STUDENT TRANSPORTATION FEE**

Mrs. Siena explained that the district is starting early with student transportation fees. There is no recommendation for a fee increase and it is recommended that the sibling ridership discount be maintained. She reviewed the revenue from transportation from 2011-2012. Materials will be prepared for early-bird bus registration.

Mr. Boron asked if the district is locked-in to bus costs.

Mrs. Siena confirmed that this is the case. There is a 10% contingency buffer for increased ridership.

Mr. Martin asked of the \$35k in contingency, how much had been spent.

Mrs. Siena stated that nothing has been spent from contingency yet, but the district will have to add a bus when the cold weather hits and this will likely tap some of the contingency money.

Mr. Martin asked why Mrs. Siena recommended a 0% increase when the district's costs will increase by 2%

Mrs. Siena explained that the district is still in the black.

Mr. Martin asked if the \$495k represented actual revenue.

Mrs. Siena explained that this represented a blended rate of a.m. and p.m. routes.

Mr. Martin asked again why the administration was not recommending an increase in costs.

Mrs. Siena stated that there is no basis to ask for a fee increase unless the district is losing money.

Mr. Shein asked about the length of the bus contract.

Mrs. Siena stated that 2013-2014 is the last year of the contract.

Both principals indicated that they are pleased with the service.

Mr. Taub asked if transportation is mandated by state law.

Mrs. Siena stated that transportation is not mandated, and the district has a resolution with regard to transportation. The number of students on free or reduced lunch is growing. The district does not receive any transportation reimbursement from the State.

Dr. Riggle stated that years ago the district was doing a combined transportation arrangement with the elementary districts. Now the elementary districts bid their own transportation because they were subsidizing the high school district under the arrangement.

Mrs. Siena stated that the Board does subsidize the 50% sibling ridership.

(See Agenda Item #10)

#### **MISCELLANEOUS TOPICS**

Dr. Riggle mentioned that a few messages came in via e-mail from the community. He provided the Board with materials regarding communication and would like to place this as a formal topic for the January 23 meeting.

Dr. Riggle reviewed the communication mechanism listed on the website that was created in 2004. If one Board member felt it was important, the e-mail was sent to Dr. Riggle.

Board Policy does not reference e-mail communication. Dr. Riggle reviewed the social media policy and the policy related to Meetings of the Board of Education.

Dr. Riggle stated that the fundamental question to be answered in the future is regarding the expectation of this Board for how they choose to respond or not respond to e-mail communication. If a response comes on behalf of the Board, how representative is that for all members of the Board?

Dr. Riggle indicated that of the other Northfield Township districts, most do not have an e-mail that goes to all Board members. As part of our communications plan we should have a plan to respond to community e-mails.

Dr. Riggle suggested that this topic be placed on the agenda for the January 23 meeting.

Mr. Martin asked why it was decided that the Board respond to a particular e-mail and not to any number of e-mails the Board receives.

Mr. Boron stated with regard to Aquianis, because e-mails were received by the Board, the Board made inquiry of the administration about the program. It was suggested that the administration respond to the e-mails. This particular situation was not for the administration to respond. Mr. Boron stated that he felt that a response was appropriate and a response should come from the Board President.

Mr. Martin stated that he thought it was appropriate that the Board talk about this on January 23. District 34 had a clear understanding that the Board would not respond. Mr. Martin stated that he would never have written the e-mail that was sent in response. He stated that he was surprised and thinks that the Board should clarify the policy.

Mr. Shein asked Mr. Martin if he believes that the Board should not respond to e-mails.

Mr. Martin stated that this is a Board decision.

Mr. Shein stated that there is nothing that can be done that precludes a Board member from responding.

Mr. Martin stated that the general policy at District 34 was that you don't respond. It is challenging to respond as a Board.

Dr. Riggle stated that the district can provide more information about issues that are important to the community so that they are better informed.

Mr. Taub agreed that it is a good idea to discuss this topic further. We act as a Board, we vote as a Board. There is not much dissention on the Board. The website should be used to put the facts out.

Mr. Shein stated that this will be an agenda topic for the next meeting. Mr. Shein suggested that if Board members have some questions that will bring some focus to the discussion, these should be sent to Dr. Riggle.

Dr. Regalbuto expressed concern about the Board responding to some and not to other e-mails. This would require that we log

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the letter and document when the response was sent. If we are faxing letters it is a tedious process.

President Shein suggested that Board members with concerns should send those to Dr. Riggie and he will compile them for the next meeting.

Principal Wegley presented a 50<sup>th</sup> anniversary pin to Board members. He invited all Board members to the Saturday, February 25<sup>th</sup> variety show gala luncheon.

#### **FUTURE MEETING DATES**

The next meeting will be at Glenbrook North.

#### **MOTION TO MOVE INTO CLOSED SESSION**

Motion by Mr. Boron, seconded by Mr. Taub to move into closed session at approximately 9:20 p.m. to consider 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; 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, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. (Section 2(c), (2), and (11) of the Open Meeting Act.

Upon calling of the roll:

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

Nay: none

Motion carried 6-0.

The Board returned to open session at 10:09 p.m.

#### **ADJOURNMENT**

Motion by Mr. Wolfson, seconded by Mr. Boron to adjourn the meeting at approximately 10:09 p.m.

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

Motion carried 6-0.

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

CERTIFIED TO BE CORRECT:

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PRESIDENT - BOARD OF EDUCATION

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SECRETARY - BOARD OF EDUCATION

**UPCOMING BOARD MEETINGS:**

Upcoming meetings will be held at  
Glenbrook North High School  
Library  
2300 Shermer Road  
Northbrook, IL 60062

Monday, January 23, 2012      7:00 p.m.      Regular Board Mtg.