

**MINUTES OF REGULAR MEETING,  
BOARD OF EDUCATION, SCHOOL  
DISTRICT #225, COOK COUNTY,  
ILLINOIS, JULY 16, 2012**

A regular meeting of the Board of Education, School District No. 225 was held on Monday, July 16, 2012, at approximately 7:02 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, Martin, Taub

Absent: Regalbuto, Shein, Wolfson

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

Mr. Boron commented on the recent tragic losses of students and called for a moment of silence.

**APPROVAL OF AGENDA FOR THIS MEETING**

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

Upon calling of the roll:

aye: Boron, Hammer, Martin, Taub

nay: none

Motion carried 4-0.

**RECOGNITION OF COMMUNITY VISITORS**

None.

**BOARD AND SUPERINTENDENT REPORTS**

Dr. Riggle commented on the recent tragic losses of students in the district and commended local agencies such as the police departments and village leadership in their willingness to step forward and help. The local crisis network that has been in place for nearly ten years brought tremendous resources to bear in this situation. There was a well-attended and helpful meeting held at GBN recently regarding these tragedies. Dr. Riggle

commended school staff members Eric Etherton and Lara Cummings who coordinated efforts at both schools.

Mr. Boron thanked Dr. Riggle for his efforts, as well.

**MOTION TO APPROVE CONSENT AGENDA**

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

Mr. Hammer requested that consent agenda item 5.2b. be removed from consent for discussion in closed session.

- 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>
Bailk, Rachel	Mathematics	8.21.12	GBN	1.0 FTE, BA Step 1
Hague, Amy	Speech Language Pathologist	08.21.12	GBS/GBN/GBO	1.0 FTE, MA Step 12
Pilotte, Nicole	English	08.21.12	GBS	.5 FTE, BA Step 1
Serikaku, Jill	Chemistry	08.21.12	GBS	.625 FTE, MA Step 1
Wojcik, Aaron	Band	08.21.12	GBS	1.0 FTE, BA Step 1

- 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>
O'Malley, John (Repl. S. Farber)	IA (part- time)	08.21.12	GBS
Schroeder, Catherine	IA (part- time)	08.21.12	GBS

2.) a. the resignations/termination of the following certificated staff:

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>
Megan Dixon	Teacher, Math	06.08.12	GBN
Marybeth Steilen	Teacher, PE/HE/DE	06.08.12	GBS

3. the Board of Education review of the FOIA request contained in consent agenda item #5.3.

4. the issuance of Vendor Checks Nos. 53420 through 53595 in the amount of \$886,909.25 as listed on the attached checks register dated June 19, 2012.

the issuance of Vendor Checks Nos. 53596 through 53744 in the amount of \$963,485.50 as listed on the attached checks register dated July 5 and July 6, 2012.

the issuance of Vendor Checks Nos. 53745 through 53771 in the amount of \$1,282,536.28 as listed on the attached checks register dated July 10, 2012.

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 66556 through 66761, 66768 thru 67010 totaling \$355,644.79. Vendor Payroll check numbers 66762 through 66767 and 67011 through 67017 totaled \$8,047.65. With employees' Federal, State, and FICA/Medicare withholding taxes of \$2,170,751.68 TRS contributions of \$1,103,319.17 other deductions of \$843,792.10 and direct deposit of \$7,643,401.79 the gross payroll for the month of June was \$12,116,909.53. TRS employer contribution was \$148,027.42 and employer matching FICA and MED was \$236,754.74.

6. the reimbursement of the Revolving Fund for Employees for the month of June in the amount of \$27,577.40 represented by checks No. 10641 through 10686, 10712 through 10734, 10756 through 10769, and 10790 through 10808. the reimbursement of the Revolving Fund for Vendors for the month of June in the amount of \$150,861.79 represented by checks No. 10687 through 10711, 10735 through 10755, 10770 through 10789, and 10809 through 10826. Checks issued in June voided in June: None. Check issued in previous months, voided in June: None.

7. the Open and Closed Session Minutes from the July 11, 2012 Regular and Special Board Meeting.

8. 2012/2013 Computer Purchase as contained in consent agenda item # 5.8

9. Advertising Sponsor Agreement as contained in consent agenda item # 5.9

10. FTE Adjustments as contained in consent agenda item # 5.10

11. Academic Attainment as contained in consent agenda item # 5.11

12. Rehires: Certified & Support Staff as contained in consent agenda item # 5.12

13. Glenbrook North Choir Tour, Italy as contained in consent agenda item # 5.13

14. the acceptance of the following gifts:

Gift From	Item	Amount	School	Account
Starbucks Niles, IL	Mug and Coffee	\$30.00	GBE	PROM
Brio Bravo and Bon Vie	Gift Card	\$25.00	GBE	PROM
Good N Fresh Pizza Bakery	4 Gift Cards	\$71.00	GBE	PROM
Italian Kitchen	Gift Card	\$40.00	GBE	PROM
Johnny's Kitchen and Tap Glenview, IL	Gift Card	\$25.00	GBE	PROM
Studiano's Glenview, IL	Gift Card	\$25.00	GBE	PROM
Pump it Up Punch Card	Gift Card	\$25.00	GBE	PROM
	Gift Card	\$30.00	GBE	PROM
Lou Malnati's Northbrook	Gift Card	\$30.00	GBE	PROM
Barnaby's of Northbrook Northbrook, IL	Gift Card	\$20.00	GBE	PROM
Hilton Northbrook, IL	Gift Card	\$ 55.00	GBE	PROM
Anderson Musik	Gift Cert.	\$0.00	GBE	PROM

Gift From	Item	Amount	School	PROM
Nails By Design Northbrook	Gift Card	\$10.00	GBE	PROM
Wheel's Bike Shop Northbrook, IL	Gift Card	\$25.00	GBE	PROM
Chicago Cubs Chicago, IL	Autograph picture	\$15.00	GBE	PROM
Studiano's Hair Design Mount Prospect, IL	Gift Card	\$25.00	GBE	PROM
Crowne Plaza Northbrook, IL	Gift Card	\$50.00	GBE	PROM
Chicago White Sox 2 Tickets Chicago, IL	2 upper deck box seats	\$100.00	GBE	PROM
Carolyn Lorraine Salon Northbrook, IL	Gift Card	\$50.00	GBE	PROM
Wine Styles Northbrook, IL	Gift Card	\$15.00	GBE	PROM
GBS Auto Shop	Oil Changes	\$40.00	GBE	PROM
Cindy Davis Northbrook, IL	Check# 1193	\$100.00	GBE	810380
Paal Joshi	Check # 2098 Donation	\$250.00	GBE	810380
50/50 Raffle	Cash	\$405.00	GBE	810380
Glenbrook H.S. Foundation	Check # 1094	\$2,053.98	GBE	810380
Glenbrook Education Association	STUDENT ACTIVITIES GEA SCHOLARSHIP	\$1,500.00	GBN	820854
Mr. & Mrs. David Sugar	STUDENT ACTIVITIES JANNA SUGAR MEMORIAL SCHOLARSHIP	\$1,500.00	GBN	820850
Mr. Jim Lee	2001 Ford Taurus VIN: 1FAFPDD241G2 23251	N/A	GBN	CAREER & LIFE SKILLS, AUTO SHOP

Gift From	Item	Amount	School	Account
Michael O'Donnell, BLDC Motors, 3850 Ohio Ave., St. Charles, IL 60174	Bison Gear Plug & Play Brushless Servo System: ServoNow motor and electronic communication hardware	(\$2,750 value)	GBS	#830260 Engineering Club
New Trier Boys Water Polo	Richard S. Goodspeed Scholarship	\$400 to the	GBS	#830848 Student Activities Office
Glenbrook South Instrumental League	Sue McGee Scholarship	\$1000	GBS	#830851 Student Activities Office
Glenbrook South Instrumental League Alumni/Events	Alumni Scholarship	\$1000	GBS	#830851 Student Activities Office
Omron Foundation Inc.	Japanese Omron Scholarship	\$6000	GBS	\$830852 Student Activities Office

15. the Board of Education Approval of Students Rights & Responsibilities as contained in consent agenda item # 5.15.

Upon calling of the roll:

aye: Boron, Hammer, Martin, Taub

nay: none

Motion carried 4-0.

**DISCUSSION/ACTION: APPROVAL OF SPECIAL EDUCATION STUDENT SYSTEM**

Dr. Riggle stated that the approval of a new special education student system is for discussion and will be up for approval at the next meeting.

Mr. Taub asked Mr. Thimm if a hosted system is what he would want to have and for what reasons.

Mr. Thimm stated that with a hosted solution the provider maintains and provides all of the updates to the system. An on-premises solution requires district staff to maintain the system. Hosting is internet-based so there is global access.

Mr. Taub asked what contiguous districts are doing relative to hosting.

Mr. Thimm responded that neighboring districts are using hosted solutions.

Mr. Taub asked if the new special education system is robust enough to solve the issues that the district has been having.

Mr. Thimm stated that the product has been well vetted.

Mr. Taub asked if the company is strong enough to provide the needed service.

Mr. Thimm stated that feedback from other districts has been positive in this regard.

Dr. Riggle stated that we have inquired about the quality of their service to other districts and the feedback has been positive. In the private sector, sometimes these types of companies are purchased by other companies, so there is never 100% guarantee that things will remain as they are.

Mr. Taub asked if the administrative team feels the same way.

Dr. Wegley and Mr. Pryma concurred that this is a good system.

Dr. Riggle stated that the administration asked the primary vendors of student information systems about this company and all have had positive interactions with this company.

Mr. Taub asked about the maintenance of legacy systems.

Mr. Thimm stated that the plan will be to bring relevant data into the new system and the old system, Clarity, will no longer be used.

Mr. Taub asked how the special education system works with the new business system.

Mrs. Siena stated that the special education system has a Medicaid reporting feature which is new. The integration of the new business module with the special education module will be done with the Medicaid reporting feature.

Mr. Taub asked, outside of Medicaid, how the special education system will integrate with the finance system.

Mrs. Siena stated that these will operate as separate systems.

Mr. Taub stated that he is surprised that the district worked hard and was unable to develop a special education module. He asked if there was a breach of contract with the company that we contracted with.

7/16/12

Dr. Riggle stated that it would be throwing good money after bad in pursuing a breach of contract. He stated that the administration has talked to legal counsel regarding the current student information system. We would sever parts of the contract, but maintain the agreement for royalties on the special education module that was developed, if that comes to fruition. By the time we would have paid legal counsel to pursue any action we would not be ahead.

Mr. Taub stated that he is supportive of a new system if people can use their time better in the new system.

Dr. Riggle stated that it is embarrassing that the administration has to come to the Board with a new system. The problem in part is how we do business which makes customization difficult. The company overextended themselves and could not deliver on customizations. The products we are looking at today were not available at the time we were looking for a new system. Shifting to an internet-based system is where the trend is going. If you compare dollars it is less than what we put into our facilities. This system will solve the problem for our 450 teachers.

Mr. Hammer stated that this appears to be a lease. He asked for clarification if the Board was being asked to approve a purchase or a lease agreement.

Mrs. Siena explained that the district will own the software that contains our data. It is an ongoing service we are paying for but we own the rights to the software that contains our data.

Mr. Thimm stated that paying for the service keeps the software current.

Dr. Riggle stated that in a hosted solution our network is not the problem if there are issues. This is the responsibility of the company.

Mr. Thimm stated that the company that owns the software partners with a company that hosts the software on their servers. Mr. Thimm described the hosted solution. The two companies are good at what they are doing. These companies are experts on their services.

Mr. Taub asked if using cloud services is legal in Illinois.

Dr. Riggle stated that it comes down to who owns the data. Where the data is stored is not relevant.

Mrs. Siena spoke to the benefits of a hosted solution.



Mr. Thimm stated that the software is proprietary so we don't have the same level of ownership and ability to fix a problem. This leaves the responsibility of maintaining the software to the company.

Mr. Boron asked if there are customizations that we will be asking for.

Mr. Thimm stated that we will not be asking for customizations. This system is compliant with what the state requires.

Mr. Boron asked if there was anything that we require that the system does not contain.

Mr. Thimm stated that there was nothing additional that is required.

Mr. Boron expressed a concern about information that needs to be pulled from the system regarding special education students.

Dr. Riggle stated that this system interacts with the School Logic database, so we will be able to access the data. We are constantly meeting a cycle of state reporting. The company will maintain forms and data this are legally compliant. Dr. Riggle provided examples of where state reporting has changed.

Dr. Riggle explained the distinction between customization and configurations that are already contained within the software. The district needs to use the software as designed rather than try to customize, which increases cost.

Mr. Boron asked if the district is locked-in to a three-year contract.

Dr. Riggle stated that the administration had our attorney review the contract and there are changes that need to be made. There is a severance agreement where the district could walk away.

Dr. Riggle stated that the staff has done a tremendous job in helping the current software function.

Mr. Martin asked about the estimated year-two cost.

Dr. Riggle stated that the year-two cost would be \$11,000.

Mr. Martin asked for clarification regarding the cost of the first year being \$23,900 plus \$150k.

Dr. Riggle clarified that the cost of this system is \$23,900 for the first year. The additional cost is for a different system.

**DISCUSSION/ACTION: BOARD POLICY AND PROCEDURE REVISION**  
**3030: MANAGEMENT APPRAISAL**  
**6432: VOLUNTARY TERMINATION BENEFITS FOR EDUCATIONAL**  
**SUPPORT PERSONNEL RETIRING UNDER IMRF**  
**8050: ATTENDANCE FOR STATE AID PURPOSES**  
**8280: STUDENT RECORDS**

Dr. Riggle reviewed Board Policies.

With regard to Policy 3030 - in 2010 legislation passed that required that superintendents and principals have to be evaluated based upon new PERA requirements. Dr. Riggle stated that he is not advocating that the new evaluation system be included in policy because legislation could change.

Mr. Boron suggested including a provision that indicates who this policy applies to such as I.S.'s and above.

Dr. Riggle stated that this would be for all administrators who hold a Type 75.

Mr. Boron suggested a sentence relating that this policy applies to all individuals holding an active "Type-75" license.

Dr. Riggle stated that he will update language and send the revision to Mr. Boron. This policy would be brought back on consent for the next Board meeting.

Dr. Riggle reviewed a new updated version of policy 6432. Changes were specific to IMRF regulations. The revised policy includes more effective terminology. Dr. Riggle explained the change in IMRF that affected this policy.

Dr. Riggle reviewed Policy 8050 - Attendance for State Aid Purposes. This very old policy outlined the expectation that teachers submit attendance on paper so that there could be manual calculation of student attendance. The district went to electronic submission of attendance several years ago. There is no reason to have this policy. Dr. Riggle suggested that the policy be eliminated. The recommendation is to remove this policy.

Dr. Riggle stated that Policy 8280, Student Records, is a lengthy policy. Changes to this policy are a result of legislation.

Mr. Boron suggested some changes and would like to ask our attorney if HIPAA is an issue with student records. This policy will be back on the agenda for discussion at the next meeting after consulting with our attorney. This policy details how the records custodians handle records in the schools.

Dr. Riggle explained that he intentionally left out directory information in this policy that allowed for the listing of student telephone numbers and e-mail addresses. The district will never release this information, so telephone numbers and e-mail addresses have been left out of the policy.

Dr. Riggle stated that the second omission is that the district does not collect social security numbers from students. These are not used for anything. This further protects students.

Mr. Boron asked if student social security numbers are needed for Medicaid reporting.

Mrs. Siena stated that Medicaid does not require this.

Mr. Hammer asked if all students have an e-mail that is provided by the district.

Dr. Riggle stated that not all students are currently using the Glenbrook provided e-mail account. There are problems with forwarding Gmail to personal e-mail.

Mr. Hammer asked for clarification whether directory information contains students' Glenbrook e-mail account.

Dr. Riggle stated that currently, internally we have access to student Gmail that the district provides, but the administration does not want people from the outside to e-mail students. Students will be able to find and e-mail other students in the Glenbrook Gmail system. Dr. Riggle stated that this is a move forward for our students.

Dr. Riggle emphasized that the administration wants to take time with the student records policy because it is an important policy.

Dr. Riggle stated that for the next meeting, Policy 8050 and changes in Policy 3030 will be placed on the consent agenda.

#### **MISCELLANEOUS TOPICS**

Mr. Taub asked how the turf field was coming.

Dr. Wegley stated that the project is ahead of schedule because of lack of rain. Principal Wegley showed a photo of the new field to Board members via his computer.

Mr. Taub asked if advertising will be ready for the first game.

Dr. Wegley stated that it would be ready.

Mr. Martin asked when the first game would be played.

Dr. Wegley stated that the first game is scheduled for the 31<sup>st</sup> of August.

Mr. Taub asked how discussions with the Village of Northbrook were coming relative to water detention.

Dr. Riggle stated that the administration has been working with the village and there should be some resolution by August.

**REVIEW AND SUMMARY OF BOARD MEETING**

Vice-President Boron reviewed the following:

The Board discussed a new special education student system and reviewed some policies.

The next Board meeting is July 30.

Mrs. Siena will hold a Finance Committee Meeting on July 19.

**MOTION TO MOVE INTO CLOSED SESSION**

Motion by Mr. Hammer, seconded by Mr. Martin to move into closed session at approximately 8:09 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; 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) (1), (2) and (11) of the Open Meeting Act).

Upon calling of the roll:

aye: Boron, Hammer, Martin, Taub

Nay: none

Motion carried 4-0.

The Board returned to open session at 9:31 p.m.

**ACTION REGARDING MATTERS DISCUSSED IN CLOSED SESSION**

Motion by Mr. Hammer, seconded by Mr. Taub to approve item 5.2b from the consent agenda.

5.2b. the resignation/termination of the following educational support staff:

**Personnel - Resignations/Terminations**

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>	<u>SCHOOL</u>
Hohn, Gary	Custondian	06.29.12	GBS
Hahn, Susan	SPED IA	06.29.12	GBN
Burkhardt, Paul	Dean's Parapro	06.30.12	GBS
Castillon, Lourdes	SPED Exec. Asst.	06.15.12	District

Upon calling of the roll:

aye: Boron, Hammer, Martin, Taub

nay: none

Motion carried 4-0.

**ADJOURNMENT**

Motion by Mr. Hammer, seconded by Mr. Taub to adjourn the meeting at approximately 9:31 p.m.

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

Motion carried 4-0.

\* Boron, Hammer, Martin, Taub

CERTIFIED TO BE CORRECT:

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PRESIDENT - BOARD OF EDUCATION

14  
7/16/12

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SECRETARY - BOARD OF EDUCATION

**UPCOMING BOARD MEETINGS:**

Upcoming meetings will be held at:

Thursday, July 19, 2012 7:00 p.m. Finance Committee Meeting  
(GBS Principal's Conf Room)

Monday, July 30, 2012 7:00 p.m. Regular Board Meeting  
(GBS Student Center)