MINUTES OF REGULAR MEETING,
BOARD OF EDUCATION, SCHOOL
DISTRICT #225, COOK COUNTY,
ILLINOIS, JUNE 22, 2015

A regular meeting of the Board of Education, School District No. 225 was held on Monday, June 22, 2015, at approximately 6:01 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, Doughty, Hanley, Martin, Shein, Taub, Wilkas

Also present: Fagel, Finan, Geallis, Petrarca (attorney), Riggle, Siena, Swanson (arrived at approximately 6:44 p.m.), Williamson

APPROVAL OF AGENDA FOR THIS MEETING

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

Upon calling of the roll:

aye: Boron, Doughty, Hanley, Martin, Shein, Taub, Wilkas

nay: none

Motion carried 7-0.

RECOGNITION OF COMMUNITY VISITORS

None.

BOARD AND SUPERINTENDENT REPORTS

Dr. Riggle stated that GBN debate won the national championship.

A board member stated that Nick Hardy, a Glenbrook North graduate, qualified for the U.S. Open.
MOTION TO APPROVE CONSENT AGENDA

Dr. Riggle stated that consent agenda item numbers 5.14 and 5.15 need to be pulled from the agenda because we have not received the donation yet. Dr. Riggle explained the delay in the donation and answered questions regarding how the delay would affect installation.

Mr. Doughty brought changes to the minutes and changes to the policies. The Board agreed with suggested changes.

Motion by Mr. Boron, seconded by Mrs. Hanley to approve the following items on the consent agenda with discussed changes.

1. Appointments

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Effective</th>
<th>Bldg.</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joseph Bruno</td>
<td>Business Education Teacher</td>
<td>08.20.15</td>
<td>GBN</td>
<td>BA + 15, Step 1, .5 FTE</td>
</tr>
<tr>
<td>Michelle Caporusso</td>
<td>Student Services</td>
<td>08.20.15</td>
<td>GBS</td>
<td>MA, Step 1, .6 FTE</td>
</tr>
<tr>
<td>Katherine Fester</td>
<td>English Teacher</td>
<td>08.20.15</td>
<td>GBN</td>
<td>MA + 30, step 1, .4 FTE</td>
</tr>
<tr>
<td>Natalie Kaminski</td>
<td>Spanish Teacher</td>
<td>08.20.15</td>
<td>GBS</td>
<td>BA, Step 1, .4 FTE</td>
</tr>
<tr>
<td>Mark Knoeppepl</td>
<td>Special Education Teacher</td>
<td>08.20.15</td>
<td>GBS</td>
<td>BA, Step 1, .6 FTE</td>
</tr>
<tr>
<td>Alexandra McKenzie</td>
<td>English Teacher</td>
<td>08.20.15</td>
<td>GBS</td>
<td>BA, Step 1, .2 FTE</td>
</tr>
<tr>
<td>Nicholas Morley</td>
<td>Social Studies Teacher</td>
<td>08.20.15</td>
<td>GBS</td>
<td>BA, Step 1, .7 FTE</td>
</tr>
<tr>
<td>Marc Popovicl</td>
<td>ESL Teacher</td>
<td>08.20.15</td>
<td>GBS</td>
<td>BA +15, Step 2, .4 FTE</td>
</tr>
<tr>
<td>Michelle Steinberg</td>
<td>Mathematics Teacher</td>
<td>08.20.15</td>
<td>GBS</td>
<td>BA, Step 1, .2 FTE</td>
</tr>
</tbody>
</table>
b) Support Staff

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Effective</th>
<th>Bldg.</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kozuch, Jennifer</td>
<td>IA Preschool</td>
<td>08.20.15</td>
<td>GBN</td>
<td>$18.41 (FY 14-15) (FY 15-16 TBD)</td>
</tr>
<tr>
<td>(repl. Leanne Kotlarz)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2. Resignations/Terminations
   a) Certified

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Effective</th>
<th>School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Erin Argyros</td>
<td>Teacher, Math</td>
<td>06.12.15</td>
<td>GBN</td>
</tr>
</tbody>
</table>

b) Support Staff - None

3. FOIA - None

4. Vendor Bills

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Attached register dated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor Checks Nos. 68105 through 68287</td>
<td>$1,682,894.03</td>
<td>June 17, 2015</td>
</tr>
</tbody>
</table>

5. Payroll

   the issuance of checks and electronic wire transfers for net payroll earnings, payroll taxes, pension contributions, insurance and other payroll liabilities.

May Totals:

Check Register: $ 227,662.06

Direct Deposit Register ACH: $3,822,548.92

Wire Transfer (EFT) Register: $2,181,817.18

6. Imprest - None

7. Minutes
   - June 8, 2015 Special Board Meeting
   - June 8, 2015 Special Closed Board Meeting
   - June 8, 2015 Regular Board Meeting
   - June 8, 2015 Closed Board Meeting
8. Approval of FY 15/16 Technology Budget

9. Gifts

<table>
<thead>
<tr>
<th>Gift From</th>
<th>Amount or Item</th>
<th>School</th>
<th>Account</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chicago White Sox - 2 Upper Deck Tickets</td>
<td>$0.00</td>
<td>GBE</td>
<td>Donation to Students</td>
</tr>
<tr>
<td>Crowne Plaza Northbrook - Overnight Stay and Brunch for 2</td>
<td>$0.00</td>
<td>GBE</td>
<td>810380</td>
</tr>
<tr>
<td>Donations</td>
<td>$175.00</td>
<td>GBE</td>
<td>810380</td>
</tr>
<tr>
<td>50/50 Raffle</td>
<td>$60.00</td>
<td>GBE</td>
<td>810380</td>
</tr>
<tr>
<td>Glenview Women's Club</td>
<td>$1,500.00</td>
<td>GBE</td>
<td>810382</td>
</tr>
<tr>
<td>Glenbrook Foundation</td>
<td>$1,210.00</td>
<td>GBE</td>
<td>810380</td>
</tr>
</tbody>
</table>

10. GBS French Exchange Program

11. GBS German Exchange Memo

12. GBS German Academy Exchange Memo

13. Policies
   - 4200 Policy - Operational Services
   - 6430 Procedures - ESP Managers
   - 6432 Policy - Voluntary Termination Benefits For Educational Support Personnel Retiring Under IMRF
   - 7340 Policy - Private Music Instruction on School Premises
   - 8410 Policy and Procedures - Disciplinary Action Relative to Student Misconduct
   - 8430 Policy and Procedures - Student Smoking and Tobacco
   - 9030 Policy - Ethics Act - Gifts to Staff and Board Members

14. Acceptance of Cash Donation for GBN Scoreboard - pulled

15. Award of Bid for GBN Scoreboard - pulled

Upon calling of the roll:

aye: Boron, Doughty, Hanley, Martin, Shein, Taub, Wilkas
nay: none

Motion carried 7-0.
DISCUSSION/ACTION: 8460 POLICY – ILLEGAL SUBSTANCES AND PARAPHERNALIA

Dr. Riggle noted that he received additional suggested changes from a board member but felt it better to discuss the additional revisions with the entire Board.

The board reviewed the suggested changes.

In response to a board member’s question regarding the Board’s authority on community service Mr. Petrarca explained his experience with community service.

The Board discussed:

- Egregious behavior and agreed on language
- The difference between distribution and receipt
- Wanting to deter receipt
- Their responsibility to protect the students and the school
- The practicality of implementation
- Levels of punishment - Distributor/Receiver/Possession
- Past practice
- Pros and cons of proposed changes
- The importance of consistency between the two schools
- How the policy will give guidance to the administration

Mr. Petrarca explained his concerns with how complicated the policy could become for implementation relative to a “receiver”. He explained case law.

Dr. Riggle asked what the middle ground would be.

Mr. Petrarca stated that he would suggest an in-service for the administration to train them on the policy.

In response to a board member’s question, Dr. Riggle explained that in the student handbook it states that the most accurate and updated policies are on our website.

Dr. Riggle stated that the administration will continue to work on the difference between distribution and receipt, but that all the other changes are agreed upon.

DISCUSSION/ACTION: BOARD RETREAT

Dr. Riggle stated that the purpose of the Board Retreat is to take time to discuss topics the Board feels are important. From the topics solicited from board members, it is clear that there is a desire to discuss how board meetings are conducted.
In general, the topics included the role of board members versus the role of administration, the organization and execution of meetings, the role of board committees in the decision-making process, meeting management, and the frequency and length of board meetings.

Dr. Riggle stated Justin Petrarca will be serving as our facilitator.

Mr. Petrarca began by reviewing what the research shows regarding highly functioning Boards and then gave the Board time to discuss their expectations.

1. Challenges to being a highly functioning board:

   Effective boards
   • Commit to a vision
   • High expectations for student achievement
   • Accountability driven - less time on operational and more on policy
   • Collaborative relationship with administration and committee
   • Data driven
   • Align resources to meet district goals
   • Lead as a united team along with superintendent - mutual trust
   • Take part in team development

2. Understanding the role of the Board and its members

   Characteristics of effective board members
   • Cannot go solo
   • Respect the team
   • Understanding the difference between the Board and staff
   • Share and defend your views, but listen to the views of others
   • Do your homework and ask tough questions
   • Respect your oath
   • Keep learning

   Conducting effective board meetings
   Process
   ✓ Organized agenda
   ✓ The purpose of consent agenda items
   ✓ Adhere to start and end times
   ✓ Use agenda times as a benchmark
   ✓ Documents - make sure they are read and relevant
   ✓ At end of meeting summarize agreements

   Interpersonal skills
   ✓ Come prepared - read information
✓ Stay focused on the topic
✓ Encourage group discussions
✓ One speaker at a time
✓ No side conversations - most destructive
✓ Avoid repetitions
✓ Admit mistakes
✓ Evaluate meeting

Mr. Petrarca referenced the quote, "Be hard on the issues and soft on the people."

Mr. Petrarca concluded the overview of the research and opened the floor for conversation with the question: "What are the challenges of the Board that prevent you from being the best you can be?"

The board discussed:
• The role of the Board/administration
• Examples of blurring the line
• The Board vision
• Expectations of high performing student achievement
• As representative of the community it is important to be cognizant of the fiscal responsibility
• The detail of information necessary/wanted/needed
• The approved budget and what dollar threshold needs to be discussed
• Importance of awareness of times posted on the agenda
• The role of the Board president
• The role of the Board - important to ask questions, but that does not show distrust in the administration
• The role of the Board committees
• That it is not necessary to have a 7-0 vote, but once the decision is made the importance of being supportive
• What mechanisms there are to get a pulse on the administration’s opinion of how the Board operates

In response to the Board’s question, Dr. Riggle gave his opinion on how the Board operates. He stated that he is lucky to work with such good people. He stated that the Board is respectful and wants what is best for the district. He stated that health insurance has been a very taxing subject, but feels that we are heading in the right direction. Dr. Riggle suggested that Board committee members present to the full Board to help disseminate information presented at committee meetings.

The Board discussed:
• A better process needs to be considered for getting information from the committee meetings.
• Effective is very important but efficient is important as well.

Mr. Petrarca summarized the Board’s discussions as follows:

Understanding “role” - Effectiveness
• Involvement in operational issues (i.e.; technology, text, selection, etc.)
• What level of knowledge/info does the Board need/want?
• What does “fiscal responsibility” look like
• Seek administration input/feedback

Review/restate the vision of the school
• Relevant
• Accurate
• Achievable

Meeting behavior - Efficiency
• Time management
• Repetition
• Decision model:
  ✓ Majority
  ✓ Unanimity
  ✓ Consensus
• Value of committee process
• Wait your turn

Mr. Petrarca explained the process of coming to a decision. He reviewed how the negotiating team comes to consensus and what that means.

Mr. Petrarca suggested that in order to stay on task the Board/administration must look at the district vision. Where do we see the district in 3-5 years? This would give the Board a standard to judge the actions that they take.

Dr. Riggle stated that his goal is to never have to go to referendum. He stated that financially the district should be in good shape although the administration cannot know what the state will do. He noted that many decisions were made to come to this point and it has not been an easy task.

Mrs. Siena stated that she feels that she is leaving the district in a great financial position which is a testament to the Board and the administration.

Dr. Riggle stated that the Board and administration are a good team.
Dr. Riggle noted that the district is losing potential hires for employees with 8-10 year experience who don’t want to give up tenure and are unable to accept our 2nd salary schedule.

Mr. Petrarca stated that when we bargained the 2nd salary schedule we knew that we would need to look at how it was working.

Dr. Riggle stated that he feels comfortable that surrounding districts will be adding 2nd salary schedules and that the lower salary ranges should only be a temporary hurdle.

Mr. Petrarca passed out a commitment to the Board members and suggested that if they agree that they sign it.

In response to Dr. Riggle’s question regarding the Director of Human Resources position a board member stated that he was concerned that there was no written justification for the position. He was concerned about the process. He asked that in the future he would like to see the administration give the Board a suggested prioritization of duties and suggestions on how they could be accomplished. The board member stated that he is aware of the concern with timing and is willing to go forward with the position as the other board members agree that this position is warranted.

Dr. Riggle explained the rationale for the position. He noted that timing is important, but it is more important to find the right person. He discussed the vision for the Human Resource Department, the changes in the Business Department and the Township Treasurer’s Office.

MOTION TO MOVE INTO CLOSED SESSION

Motion by Mr. Boron, seconded by Mrs. Hanley to move into closed session at approximately 9:04 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, Doughty, Hanley, Martin, Shein, Taub, Wilkas

Nay: none

Motion carried 7-0.

The Board returned to open session at 10:01 p.m.

Mrs. Siena suggested that the Finance Committee meet July 21st at 7:30 a.m. and members agreed.

ADJOURNMENT

Motion by Mr. Boron, seconded by Mr. Doughty to adjourn the meeting at approximately 10:02 p.m.

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

Motion carried 7-0.

* Boron, Doughty, Hanley, Martin, Shein, Taub, Wilkas

CERTIFIED TO BE CORRECT:

______________________________
PRESIDENT - BOARD OF EDUCATION

______________________________
SECRETARY - BOARD OF EDUCATION

UPCOMING BOARD MEETINGS:

Monday, July 27, 2015 7:00 p.m. Regular Board Meeting (GBS Student Center)