

**MINUTES OF REGULAR MEETING,  
BOARD OF EDUCATION, SCHOOL  
DISTRICT #225, COOK COUNTY,  
ILLINOIS, JULY 30, 2018**

A regular meeting of the Board of Education, School District No. 225 was held on Monday, July 30, 2018, at approximately 7:00 p.m. at Glenbrook District Office Public Meeting Room 100A, 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:

Doughty, Glowacki, Hanley, Shein, Taub

Absent: Kim, Sztainberg

Also present: Fagel, Finan, Geallis, Geddeis, Gravel, Raflares, Riggle, Swanson

**Approval of Agenda for this Meeting**

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

Upon calling of the roll:

aye: Doughty, Glowacki, Hanley, Shein, Taub

nay: none

Motion carried 5-0.

**Recognition of Community Visitors**

In response to a community member's question the administration stated the school calendar conversation has been delayed and a survey will be distributed in the fall.

**Board and Superintendent Reports**

Dr. Riggle stated the district received grant funding:

- Retrofit lighting Grant
  - GBS approximately \$24, 500
  - GBN approximately \$22,800
  - More information will be presented at the Facility Committee
  
- 360 Energy Grant
  - Goal is to save money on energy costs
  - The school's commitment is \$5000

- o More information will be presented at the Facility Committee

Dr. Sztainberg arrived at approximately 7:20 p.m.

In response to a board member’s question, the administration stated the boilers:

- Have been inspected and no further deterioration was found
- Are in good shape, they may not be as efficient as a new one, but retrofitting the piping throughout the school would be very expensive
- Should be good for the next 5 years

The board president said he visited the schools and said construction at both schools is almost done.

**Motion to Approve Consent Agenda Items**

Motion by Mr. Doughty, seconded by Mr. Glowacki to approve the following items on the consent agenda:

1. Appointments
  - a. Certified
  - b. Support Staff

<u>Name</u>	<u>Bldg</u>	<u>Position</u>	<u>Calendar</u>	<u>FTE</u>	<u>Start</u>	<u>CAT</u>	<u>Step</u>	<u>Salary</u>	<u>Hourly</u>
Fleming, Robert	GBOC	Voc. Coord.	186.5	.67	8.20.18	ExPro V	S	\$94,125	\$63.07
Gilchrist, John	GBN	Para	186.5	.67	8.20.18	Para I	A	\$23,141	\$15.51
Hampton, Wilbert	GBS	Para	186.5	.72	8.20.18	Para I	A	\$23,141	\$15.51
Navarro, Julia	GBS	Science IA	186.5	.59	8.20.18	IA II	3	\$27,264	\$19.49
Reyes, Joel	GBA	Safety & Security Mgr	239	.92	8.13.18	EP Mgr III	7	\$96,040	\$50.23
Schramm, Nicole	GBA	Acct.	260	1.0	8.1.18	EP Sp III	13	\$74,152	\$35.65
Smith, Danielle	GBN	PE IA	186.5	.62	8.20.18	IA II	3	\$25,444	\$19.49
Zivin, Morgan	GBN	PE IA	186.5	.62	8.20.18	IA II	3	\$25,444	\$19.49

2. Resignations/Terminations
  - a. Certified
  - b. Support Staff

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>School</u>
Jou-Kim, Christina	ELL IA	6.7.18	GBN
Khachik, Shacky	Math IA	6.7.18	GBN
Miller, Tracy	Business Accountant	7.31.18	GBA
Peterson, Rick	GA Head Development Coach	7.13.18	GBN
Scholl, Jason	Swim Pool IA	6.7.18	GBN

3. FOIA
4. Approval of Accounts Payable Bills - \$5,738,926.42
5. Approval of Payroll Disbursements - \$3,882,883.04
6. Approval of Revolving Fund Reimbursement - none
7. Minutes
  - a. June 25, 2018 Regular Board Meeting
  - b. June 25, 2018 Closed Board Meeting
  - c. July 9, 2018 Special Board Meeting
  - d. July 9, 2018 Special Closed Board Meeting
8. Gifts - none
9. GBS Poms National Competition
10. Retirements
  - a. Certified
  - b. Support Staff

Upon calling of the roll:

aye: Doughty, Glowacki, Hanley, Shein, Sztainberg, Taub

nay: none

Motion carried 6-0.

**Discussion/Action: Approval to Make Available the FY2018-19 Tentative Budget and to Schedule a Public Hearing on the FY2018-19 Budget**

The administration:

- Reviewed the budget process
- Explained that these are not the final numbers; they are unaudited numbers

- Noted the final audited budget will be presented in September
- Shared information the Finance Committee requested:
  - Key Findings - found on page 2 of budget
  - A revised version of changes suggested published on the website today
- Stated we exceeded the budget in health benefit claims
  - Noted we have worked with our bargaining units to reduce the district's cost in the future
  - Explained the change in realigning rates to actual costs
- Explained a change in receiving tax revenue (early) which will be adjusted with the final audited budget
- Discussed property tax appeals and their effect on the budget
- Stated this year's tentative budget:
  - Is balanced
  - Overall operating fund is approximately \$4 million over last year's budget
  - Is the final year of spending life safety monies
    - The Finance Committee will review \$5.8 million in projects
      - Noted we might have to spend school funds to make sure we meet the project deadlines
  - Reflects an increase of local property taxes and we have captured all new growth
  - Will continue to receive "make whole" payments for the Glen
  - Includes adjusted increase of expenditures based on collective bargaining agreements and an increase in FTE
  - Includes adjusted health benefits to reflect plan year and rates/changes, but not zero based because open enrollment is still taking place
  - Reflects a reduction in contingency budget

In response to board members' questions, the administration:

- Stated the following items will be on the agenda for the October Finance Committee Meeting
  - Gallagher
    - Overview of recommendations
    - Reasoning for projection shortfalls
    - 5-year trend data
  - Strategy discussion for levying the Glen (will include Ms. Geddeis to make sure information is posted on the web)
- Explained insurance was approximately 8% over budget
- Reviewed Health Insurance Budget

- Noted the change in budgeting for health insurance; currently the board's decision was not to budget for contingency, which was done in the past
- Explained realignment should help with insurance costs and budget in the future
- Stated this budget has a crossover of plan years
- Explained healthcare expenses that happen in a fiscal year are expensed in that fiscal year
- Noted the overall budget across all funds should be balanced or we may possibly have a small surplus
- Explained the Illinois General Assembly efforts to restructure school funding formulas and its effect on our revenue stream
- Recognized that interest rates have definitely increased and it is reflected in the budget

A board member thanked the team for all the work put into the budget.

The administration is recommending action to allow the tentative budget document to be advertised as required by state code. Following proper advertisement to the school community (30 days), a public hearing will be held to gather community input on Tuesday, September 11, 2018. After appropriate adjustments have been made based on completed audits and further direction by the Board, the FY2019 budget will be up for final approval on Monday, September 24, 2018.

The administration thanked everyone on the team for their help in putting the budget together.

**Discussion/Action: Approval of New Third Party Administrator for District Wellness Program**

The administration is recommending a change in the wellness program provider to Interactive Health.

The administration:

- Introduced representative Alison Furlin, Market Leader at Interactive Health, who provided insight on the company
- Reviewed the proposal process
- Provided highlights of services
  - Performance guarantee
  - Willingness to cater to our district and building to develop a program that meets the goals of the district
  - Highly developed risk assessment
  - Savings of approximately \$60,000

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- Will work cost containment to see if there are further savings

In response to board members' questions, the administration/I.H. representative explained:

- How they plan on growing involvement in the program, Noted:
  - The district already has a high count of eligible employees participating (600 out of 850) but they recognize that the number hasn't grown
  - The district's commitment with incentives is high and leadership is important in the program's success
  - They personalize each person's journey
  - They plan on increased communication of program offerings
  - They plan on empowering the employee with information and measure of baseline
- The differences between inbound and outbound health management coaching based on wellness screening results

This item can be placed on the August 12 consent agenda for approval.

**Discussion/Action: Approval of Deferred Compensation Plans Authorized Provider**

The administration stated this is an annual action required by board policy and will go on consent in the future.

In response to a board member's questions, the administration:

- Stated the only change are some new 457 vendors, who are already 403(b) vendors
- Explained the 457 plan

**Action Regarding Approval of Deferred Compensation Plans Authorized Provider**

Motion by Mr. Doughty, seconded by Mr. Taub to approve the Deferred Compensation Plans Authorized Provider list

Upon calling of the roll:

aye: Doughty, Glowacki, Hanley, Shein, Sztainberg, Taub

nay: none

Motion carried 6-0.

**Discussion/Action: Board Policies:**

1. **7420: Grading and Promotion**
2. **8490: Teen Dating Violence Prohibited - Will be tabled - it will be discussed at a future board meeting - possibly August 13**

**7420: Grading and Promotion**

The administration noted that during the ROE audit conducted, it was cited that the District did not have a state-mandated policy regarding grading and promotion. This has not been an issue for our district because by our internal protocols we do not formally promote students to the next grade level. We also do not allow grade changes to occur unless it is in a manner consistent with state code.

In order to be in compliance with the ROE audit process, it is necessary that we adopt a board policy regarding grading and promotion.

In response to board members' questions, the administration:

- Explained it is very rare that there is a change in a grade, but explained possible reasons
- Stated they will look at state code to verify "final grade" wording and will add to the revised policy
- Noted there is an appeal process but not sure if it is documented, but will document and will add it to the revised policy

This policy will be placed on discussion/action at the next meeting.

**Discussion/Action: Approval of Hanover Research Service Agreement**

The administration stated in response to the decision to gather further input from the community they are recommending Hanover Research LLC., a third party independent research entity. Hanover would structure and independently administer a survey on school calendar. They will also provide an independent analysis of the survey results. Hanover can also help with other surveys, possibly homework, final exams, wellness, and communication. It would be a one year contract and they would be able to meet our calendar timeline.

In response to board members' questions, the administration stated:

- They did not ask about sample size, but we received approximately a 10% return rate on the survey we did ourselves
- Statistically 10% should be large enough return rate, but our experience is people are not happy with that rate
- They will follow up with Hanover to determine what they use as a successful sample size
- We will ask Hanover who they recommend to survey, families of students at all levels, students, what stakeholder community they recommend
- They agreed providing the Board with more information allows the Board to make a more informed decision
- Hanover has done research on many different topics for school districts

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- Hanover is a good resource
- They will bring back more concrete information on what other surveys we would be using Hanover to help us with

More discussion and action will be taken at the next meeting.

### **Miscellaneous Topics**

None.

### **Summary**

The Board president provided a summary of topics discussed at this evening's meeting.

### **Review and Summary of Board Meeting**

Upcoming Board Meetings:

Monday, August 13, 2018 - 7:00 p.m. - Regular Board Meeting

### **Motion to Move into Closed Session**

Motion by Mr. Doughty, seconded by Mr. Sztainberg to move into closed session at approximately 9:01 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 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) and (11) of the Open Meetings Act).

Upon calling of the roll:

aye: Doughty, Glowacki, Hanley, Shein, Sztainberg, Taub

nay: none

**Motion carried 6-0.**

The Board returned to open session at approximately 9:44 p.m.



**Adjournment**

Motion by Mr. Doughty, seconded by Mr. Taub to adjourn the meeting at approximately 9:45 p.m.

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

Motion carried 6-0.

\* Doughty, Glowacki, Hanley, Shein, Sztainberg, Taub

CERTIFIED TO BE CORRECT:

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PRESIDENT - BOARD OF EDUCATION

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SECRETARY - BOARD OF EDUCATION