

**MINUTES OF REGULAR MEETING,
BOARD OF EDUCATION, SCHOOL
DISTRICT #225, COOK COUNTY,
ILLINOIS, July 24, 2017**

A regular meeting of the Board of Education, School District No. 225 was held on Monday, July 24, 2017, 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:

Boron, Doughty, Hanley, Kim, Shein

Absent: Glowacki, Taub

Also present: Bretag, Fagel, Finan, Geallis, Geddeis, Gravel, Ptak, Riggle, Tarver

Approval of Agenda for this Meeting

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

Upon calling of the roll:

aye: Boron, Doughty, Hanley, Kim, Shein

nay: none

Motion carried 5-0.

Glenbrook Stories

None.

Recognition of Community Visitors

None.

Board and Superintendent Reports

Dr. Riggle:

- Noted the deadline for prospective new board member applications is at the close of business on Monday, August 14
- Stated we have several applicants and the selection process will be discussed in closed session
- Explained the administration will follow-up with applicants on the specifics for the selection process
- Provided an update on GBN construction

Dr. Gravel:

- Provided an update on the registration and new book sale process
- Shared statistics on the process
- Explained the change in the sign-up for boosters, foundation and other group sales have been positive
- Reminded the Board the district is no longer absorbing the credit card fees and as a result a high percentage of transactions are not using credit cards. The administration has received few complaints on the new credit card fee

Mr. Shein stated that he was pleased with the change in the newly constructed GBN classrooms and they will be a nice addition to the facility. Also, he stated the construction of the concession stands are moving along nicely and will be a nice improvement to our fields.

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

- Apparel is available at the GBS bookstore
- GBN is having a "Welcome back to school night" where different associations will be selling their products
- Chromebooks are currently available for pick-up

Motion to Approve Consent Agenda Items

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

1. Appointments
 - a. Certified

Name	School	Position	Salary	Start Date
Nick Capalbo	GBN	Special Education Teacher	MA, Step 2, 1.0 FTE	August 21, 2017
Ann Fesl	GBS	Math Teacher	MA, Step 6, 1.0 FTE	August 21, 2017

- b. Support Staff - none
2. Resignations/Terminations
 - a. Certified - none
 - b. Support Staff - none
 3. FOIA
 4. Approval of Accounts Payable Bills
 - July 6, 2017 - \$1,917,764.25
 - July 25, 2017 - \$2,669,449.86

- 5. Payroll
The issuance of checks and electronic wire transfers for net payroll earnings, payroll taxes, pension contributions, insurance and other payroll liabilities.

June Totals:
 Check Register: \$ 144,519.12
 Direct Deposit Register ACH: \$8,814,552.38
 Wire Transfer (EFT) Register: \$4,777,186.35

- 6. Minutes
 - June 26, 2017 Regular Board Meeting
 - June 26, 2017 Closed Board Meeting

7. Gifts

Gift From	Amount or Item	School	Department	Account
AT&T Corporate Giving Program	\$50.00	GBS	Special Events - Teacher Appreciation	830940

- 8. Non-Tenured Special Education Certified Staff Members to be Rehired
- 9. Certified Rehire(s) for the 2017-18 School Year

Upon calling of the roll:

aye: Boron, Doughty, Hanley, Kim, Shein

nay: none

Motion carried 5-0.

Board Member Recognition

Mr. Shein recognized Mr. Boron’s 14 years of service and contributions to the District. Board members and administrators shared their thoughts on their years of working with Bob. Mr. Boron shared his reflections on his years at the Glenbrooks.

There was a brief recognition ceremony in Mr. Boron’s honor.

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

Dr. Gravel:

- Reviewed the updated “budget book” design
 - Historically discussed the operating funds
 - This year added debt service, life safety bonds and programs such as aquatics and capital projects

- New design shows all funds
- Explained the reasoning for the past practice and the reasoning for a different approach that allows us to provide greater transparency and answer additional questions (for example; how much money does the State owe us, how much outstanding debt) a one stop shop
- Reviewed the fiscal year ended June 30, 2017
 - Revenues (noted the budget does not close until after the audit which is in August)
 - Expenditures
 - Received \$15.1M in bonds
 - Based on unaudited figures we are projected to end the year \$2.5M under budget
 - 91% of our revenue comes from local sources
- Provided an overview of the fiscal year starting July 1, 2017
 - Explained the 2017-2018 budget was zero-based which should provide less variance from the tentative to actual budget
 - Reviewed the bottom line
 - Excluding life safety (balanced budget)
 - Including life safety (purposefully using bonds budget)
 - Reviewed revenue numbers
 - Explained the difference in transportation fees (change in accounting practice)
 - Explained assumptions on state revenues budget
 - Reviewed expenditures
 - Discussed contingencies methodology (1.2% by fund), basically budgeting to increase fund balance and explained if we did not have a contingency we would pay out of the same budget line and would show overspent
 - Life Safety has a 2% contingency

In response to board members' questions, the administration:

- Noted past contingency amount was approximately \$200,000, separate of benefits and construction
- Suggested discussing contingency amount at the Finance Committee meeting
- Reviewed history of contingency amounts
- Shared their concern that the volatility of Illinois' State budget can affect contingency usage
- Stated capital projects contingency has historically been at 2% and it has worked well for the district
- Explained we can have zero contingency monies and could use our reserves if needed, but noted this could affect our bond ratings
- Discussed pros and cons of a contingency budget
- Stated it is reasonable to look at reducing the contingency number
- Explained our health care contingency budget number is provided by our broker based on claims
- Reviewed the reduction of contingency budget over the last two years
- Answered clarifying questions on fund balance
- Explained current fund balance only shows our operating fund balance, in the future will include all fund balances which will provide a better overall picture

Board members:

- Would like the administration to provide trend data on our contingency budget
- Suggested further discussion of contingency budget at a Finance Committee meeting

The administration will incorporate changes to the tentative budget document and it will be advertised to the school community beginning August 1. At the September 11 board meeting, a public hearing will be held and then the administration will suggest approval of the final budget.

The administration is asking that at this evening's board meeting to approve advertisement of the FY2018 tentative budget and to schedule the public hearing.

Motion to Make Available the FY2018 Tentative Budget and to Schedule a Public Hearing on the FY2018 Budget

Motion by Mr. Doughty, seconded by Mr. Boron to make available the FY2018 tentative budget and to schedule a public hearing on the FY2018 budget.

Upon calling of the roll:

aye: Boron, Doughty, Hanley, Kim, Shein

nay: none

Motion carried 5-0.

Dr. Riggle credited Dr. Gravel and the Business Department for assembling a very thorough and transparent budget document for the Board and community to review.

Discussion / Action: Resolution Abating the Working Cash Fund

Dr. Gravel explained the transportation fund's balance was depleted and explained the cause. He noted to ensure the transportation fund does not end with a negative balance it is recommended the Board permanently transfer the money from the working cash fund.

This item will be placed on the August 14 consent agenda for approval.

Discussion / Action: Approval of Deferred Compensation Plans Authorized Providers

Dr. Riggle stated going forward this item will be on the consent agenda, the approval of deferred compensation plan providers is required on an annual basis.

In response to a board member's question, the administration noted there is no change for employees.

Motion to Approve Deferred Compensation Plans Authorized Providers

Motion by Mr. Doughty, seconded by Mr. Boron to approve deferred compensation plans

authorized providers.

Upon calling of the roll:

aye: Boron, Doughty, Hanley, Kim, Shein

nay: none

Motion carried 5-0.

Discussion / Action: Approval of Professional Leave Expenses

a. **Steelcase**

b. **2017 Teaching and Learning Conference**

Dr. Riggle:

- Reviewed two requests that require board action:
 - a. Steelcase
 - explained the reasoning for the trip and reviewed the costs
 - b. 2017 Teaching and Learning Conference - requested by Cameron Muir
- Noted in the future, professional development expense requests will be placed on the consent agenda

In response to board members' questions, the administration:

- Shared their "experience" at Steelcase
- Described the next steps in the process
- Explained the importance of creating a cohort to understand the pedagogy
- Discussed how the model is affected by block schedule, flexibility and movement patterns
- Explained the choice of teachers invited to participate in the professional learning experience
- Reviewed the plan for outfitting classrooms with furniture
- Described the professional development these teachers will be receiving
- Noted the professional development Steelcase is providing us does not bind us to Steelcase for furniture purchase
- Stated the Steelcase professional development plan was presented to the Board this past spring, this agenda item is to approve the cost
- Provided clarification on the days the teachers will not be with students

Board members

- Asked for additional information;
 - What alternatives have been considered
 - More background information
 - What are we going to do going forward with the professional development
 - Why it is necessary
 - Expected outcome
- Noted they are concerned that so many teachers are missing school at the beginning of school year

- Suggested adding to the form: Anticipated outcome

Ms. Fagel reviewed the 2017 Teaching and Learning Conference reasoning and reviewed the time the coaches will miss.

In response to board members' questions, the administration:

- Stated the personnel attending are instructional coaches
- Explained the role of instructional coaches
- Noted the conference is for professional learning
- Explained all new teachers are exposed to this learning mode

These requests will be placed on the August 14 consent agenda for approval which will include anticipated outcome and alternatives considered.

Dr. Riggle stated that we will have a better write-up for the August 14 board meeting.

Discussion /Action: Approval of Facility Use Request - University of Nevada

Dr. Riggle stated the University of Nevada requested to use two outdoor athletic fields at GBS for the purpose of preparing for their football game the next day with Northwestern. He noted that this is a walk-through practice and the players will not be engaging in actual contact.

Current board policy does not allow approval of this type of request at the building level. The superintendent has authority by policy to grant facility requests to colleges and universities if the request is perceived to be of cultural or educational benefit to the school community. Dr. Riggle explained he does not believe a walk-through practice for a football game the next day matches that criteria.

Dr. Riggle stated the school is in support of this request. It will not be a disruption to the operation of the school and does not conflict with classes or after school activities or events.

Dr. Riggle explained the Board has the ability to vary from the written policy for requests that are exceptional and recommend that the Board take action to grant this request. He stated it would be helpful to Northwestern as they attempt to complete the renovation of their basketball stadium, which has placed significant constraints on parking around their athletic facilities.

Dr. Riggle asked that the request be acted on at this meeting.

In response to board members' questions, the administration:

- Shared past use of our fields
- Stated they do not see a negative to this and recommend it
- Explained that this does not set a precedent, each case is reviewed individually
- Feels it is good relationship building
- Stated that the policy is on the docket to be revised

Board members discussed:

- Concern if insurance will cover any damage that may occur to the field
- Do not want to set a precedent
- Does not feel the use is in following the spirit of the policy
- Pros and cons

- Benefits of building relationships
- No harm and may be beneficial to our students and the community
- Would not be surprised if we get more requests from Northwestern because of their construction

Dr. Riggle stated he will provide additional information and will make sure protocols are followed.

Miscellaneous Topics

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

- Noted professional development on our homework initiative started in the second semester
- Stated Dr. Williamson will provide an update on our homework initiative at a future meeting
 - Homework policy and final evaluation of 80/20 will be reviewed

Review and Summary of Board Meeting

Upcoming Board Meetings:

Monday, August 14 2017- 7:00 p.m.-Regular Board Meeting
Monday, August 21, 2017 - 7:00 p.m.- Special Board Meeting
Monday, August 28 2017- 7:00 p.m.-Regular Board Meeting

Motion to Move into Closed Session

Motion by Mr. Doughty, seconded by Mr. Boron to move into closed session at approximately 9:53 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;
- the selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance;
- 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), (3) and (11) of the Open Meetings Act).

Upon calling of the roll:

aye: Boron, Doughty, Hanley, Kim, Shein

nay: none

Motion carried 5-0.

The Board returned to open session at 11:02 p.m.

Action Regarding Certificated Resignation Agreement

Motion by Mr. Doughty, seconded by Mr. Boron authorizing the superintendent to execute the resignation agreement and general release for Kellye Guzik for the reasons discussed in closed session.

Upon calling of the roll:

aye: Boron, Doughty, Hanley, Kim, Shein

nay: none

Motion carried 5-0.

Action Regarding Non- Certificated Resignation(s) Agreement

Motion by Doughty, seconded by Mr. Boron to authorize the president and secretary to execute the resignation agreement and general release of Michael Asquini as discussed in closed session.

Upon calling of the roll:

aye: Boron, Doughty, Hanley, Kim, Shein

nay: none

Motion carried 5-0.

Action Regarding Notice to Remedy for a Certificated Staff Member

Motion by Mr. Doughty, seconded by Mr. Boron to approve the resolution authorizing the notice to remedy for Jorge Zamora for the reasons discussed in closed session.

Upon calling of the roll:

aye: Boron, Doughty, Hanley, Kim, Shein

nay: none

Motion carried 5-0.

Adjournment

10
7/24/17

Motion by Mr. Boron, seconded by Mr. Doughty to adjourn the meeting at approximately 11:03 p.m.

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

Motion carried 5-0.

* Boron, Doughty, Hanley, Kim, Shein

CERTIFIED TO BE CORRECT:

PRESIDENT - BOARD OF EDUCATION

SECRETARY - BOARD OF EDUCATION