

MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION

**FIELD SCHOOL LEARNING CENTER
3131 Techny, Northbrook, Illinois 60063
7:00PM, March 12, 2009**

CALL TO ORDER

The Open Session of the Regular Meeting of the Board of Education was called to order by President Kristen Ruben at 7:00 PM.

ROLL CALL

Board Members

Present: Kristen Ruben
Mary Crowe-Richards
David Handler arrived at 7:03 PM
Jeffrey Silver arrived at 7:03 PM
Bob Spector
Jim Hofmockel
Shel Leshner

District Administration

Present: Dr. Alexandra Nicholson, Superintendent of Schools
Lisa Lawler-Ludwig, Director of Business Services

A quorum of the Board was confirmed by President Kristen Ruben.

ADDITIONS OR CHANGES TO THE AGENDA

None

READING OF COMMUNICATION TO THE BOARD OF EDUCATION

None

RECOGNITION OF AUDIENCES

The Board and audience relocated to the Field auditorium at 7:04 PM to preview a shortened performance of "You're a Good Man Charlie Brown" performed by Field School students. The Board returned to the Field Learning Center at 7:21 PM.

CONSENT AGENDA

Member Leshner requested a decimal correction be made on the February 12, 2009 open session minutes wherein Lisa Lawler-Ludwig stated that the state owed District 31 \$100,000 not \$1,000,000.

Member Leshner made a motion to approve items a through i of the Consent Agenda with the above change. Member Crowe-Richards seconded the motion. The motion passed 7:0.

ACTION ITEMS

Lisa Lawler-Ludwig summarized the recommendation to award the student transportation bid for the 2009-2010 through 2011-2012 school years to First Student. Member Handler questioned what this translates into for annual cost per student. Lisa Lawler-Ludwig

stated that we are not increasing cost. Superintendent Nicholson stated that it would be interesting for the Board to know what the Board pays for transportation in addition to what the parents pay for transportation out of pocket. Lisa Lawler-Ludwig will bring that information at the next Board meeting. President Ruben asked about the number of students who sign up for one-way versus two-way bus transportation. Lisa Lawler-Ludwig stated that it is a good idea that the district offers the one-way transportation option because there has been an increase in this one-way registration.

Member Crowe-Richards made a motion to accept the three-year student transportation bid from First Student. Member Spector seconded the motion. The motion passed 7:0.

Superintendent Nicholson summarized the proposed 2009 summer school program. Joanne Panopoulos highlighted the proposed summer program that allows for expansion for 1st and 2nd graders. Member Handler questioned if there could be a summer crash course for non-english speaking students so that they can get a head start on learning the English language. Superintendent Nicholson stated that it is possible and the administration has discussed this. Member Spector questioned why there are no teaching assistants in the summer program but in the regular general education class there are the same number of students and they have teaching assistants. Superintendent Nicholson and Joanne Panopoulos stated that teaching assistants for the summer program will be reviewed once all the enrollment numbers are calculated. Further discussion took place on how we can encourage students to attend these summer programs.

Member Crowe-Richards made a motion to approve the 2009 Summer Program Proposal. Member Leshner seconded the motion. The motion passed 7:0.

Superintendent Nicholson summarized the proposed district calendar for the 2009-2010 school year. She highlighted the holidays, teacher institute days and school improvement days. Superintendent Nicholson explained the waivers that need be requested for Veteran's Day and for having two evenings of parent/teacher conferences followed by a non-attendance day for students and staff. Superintendent Nicholson explained that students will attend school on Veteran's Day and the corresponding day of non-attendance will be taken during the week of Thanksgiving. Member Crowe-Richards asked how long the waivers are effective. Superintendent Nicholson explained that waivers are good for 5 years. She further explained that a school district can apply for all of the holiday waivers to have the flexibility of using them if needed. Member Leshner, a calendar committee member, stated that the proposed 2009-2010 school calendar gives parents additional evening hours for parent/teacher conferences.

Member Leshner made a motion to approve the District calendar for the 2009-2010 school year. Member Handler seconded the motion. The motion passed 7:0.

INFORMATION AND DISCUSSION ITEMS

Administrative Reports

Lisa Lawler-Ludwig reported on the Culligan re-development update. She stated that we are still waiting for the 7B from Cook County. Member Leshner explained that the Northbrook Economic Committee members discussed the Culligan re-development and think that this project is promising. Member Handler questioned if there is a timeline in

the contract for getting the financing. Lisa Lawler-Ludwig stated that she will find out and report back to the Board.

Lisa Lawler-Ludwig summarized the amended budget line item. Lisa Lawler-Ludwig explained that there was an audit adjustment of 9% on the limitation of administrative costs worksheet. This percentage should not exceed 5%. The overage was caused by an audit adjustment for fiscal year ending June 30, 2008. To correct the overage and re-class expenses budgeted to match our audit, \$20,500.00 needs to be transferred from Function 2610 Employee Benefits to Function 1100 Employee Benefits. This transfer pertains to retirement benefits currently projected for teachers. This transfer would not change the Education Fund expenditures total. This amended budget must be approved by the Board of Education prior to June 30, 2009. Member Handler questioned what the difference, if any, is for District 31. Lisa Lawler-Ludwig stated that there is no difference other than the auditors wanting this on a different line item.

Lisa Lawler-Ludwig summarized the 2009-2010 Education Fund Budget Draft #2 wherein Lisa Lawler-Ludwig explained health insurance increases of 7.8% for PPO and 5% for HMO. Lisa Lawler-Ludwig also summarized fund balance projections noted on page 1 through FY ending 6/30/2013. She explained that these figures include a CPI of 2%. Lisa Lawler-Ludwig also explained that page two indicates how property tax receipts would be altered based upon varying CPI's. Lisa Lawler-Ludwig stated that the projected stimulus package revenues are included in this budget draft. Member Handler questioned if we should have a line item for contingency expenses. Lisa Lawler-Ludwig stated that she accounts for \$150,000.00 of unexpected expenses every year. After further discussion, the Board of Education requested an analysis of the Education Fund budgets vs. Education Fund actual expenses. Lisa Lawler-Ludwig will prepare this information for the next Board meeting.

Due to Principal Kalant's scheduled conference, Superintendent Nicholson reported on the following ACT (Academic, Community, and Teacher) information:

- Superintendent Nicholson summarized the Winkelman gifted group's competition. Fifth grade has two teams that took first place plus the special renaissance award. Fourth grade has one team and took second place. Third grade has one team and took second place. Every team is going to State competition.
- Superintendent Nicholson reported on the kindergarten registration. As of this date, 47 students have registered for the 2009-2010 kindergarten class. This is about 10 less than previous years. Forty-one of the 47 students registered live in homes.

Principal Murphy reported on the following ACT information:

- Principal Murphy explained a project in which Field students and staff wrote words of encouragement to Barack Obama during his inauguration. Teacher Mike Wasielewski created a map of Illinois with these stones. This map will be displayed near the commons area so the students will be able to see and be reminded of the inauguration.

President Ruben asked that Mike Wasielewski be acknowledged for his work in creating the map.

- Principal Murphy summarized an art project that took place during the Snowflake Program. Each group of students took a ceiling tile and illustrated what Snowflake is all about. These ceiling tiles are displayed in the 7th and 8th grade hallway.
- There are 200 out of 300 parents signed up on-line for conferences.
- Principal Murphy summarized the Edline program that was demonstrated during the teacher institute day and the positive staff feedback that was given.
- Principal Murphy presented the ceiling mounted projector for the learning center.

Nancy Wasielewski reported on a new section of the Chicago Tribune called Trib Local. Community members will be allowed to submit articles and photographs for this section.

Nancy Wasielewski reported that Pioneer Press has reduced staff and that is why some of our school information has not been put into the newspaper. Member Crowe-Richards stated they receive “Glenbrook Happenings” and this past issue displayed District 30. Nancy Wasielewski stated that the information needs to be sent to that paper far in advance but she will research to see if the timeline has changed.

Nancy Wasielewski also stated that she is working on the next issue of the Communicator.

Joanne Panopoulos reported on the Bilingual Night. She highlighted that there were 20 parents in attendance and the Korean Social Worker also attended for translation purposes. Parents who attended this event stated that they are interested in becoming part of the PTC and Education Foundation but have concerns about the language barrier.

Joanne Panopoulos reported that the Skyward IEP development software was researched and it was determined that such software will be utilized in lieu of developing IEPs by hand.

Board Reports

President Ruben reported on the township board presidents meeting. School District 27 finished negotiations with the teachers and has agreed to a 5 year contract with an 11% increase spread throughout the 5 years due to the economic times.

President Ruben reported on the Northbrook community development relations meeting. She explained that the Village is trying to establish a relationship with the schools.

President Ruben explained that she is very pleased with the Snowflake Program. Joanne Panopoulos stated that Member Spector’s participation was very well received.

President Ruben summarized on the Education Foundation meeting. The Foundation is planning a 5k relay walk/run in October of 2009. The Foundation scheduled next year’s wine tasting benefit for February 6, 2010 at the Field Infinity complex. Superintendent Nicholson summarized the change in the focus of Allstate’s grants, explaining that they

are now focusing on domestic violence and teenage driving. The Allstate Foundation is not considering any grants that have been requested under the previous focus. The Allstate representatives requested that we submit our grants to its corporation. Superintendent Nicholson stated that she is working on redrafting the safety grant to resubmit it to the Allstate Corporation.

Member Crowe-Richards reported on the NSSSED meeting wherein the budget was the main topic. NSSSED has dismissed 35 certified teachers and part time employees as a result of reviewing its budget and enrollment projections. Superintendent Nicholson stated that the superintendents in the Northfield Township did not know that this was happening. Superintendent Nicholson stated that during her conversation with Member Crowe-Richards earlier today, Member Crowe-Richards stated that NSSSED is confident, even with the staffing reductions, that they will still be able to provide the same quality services to its member school districts. Superintendent Nicholson explained that when the NSSSED member districts were deciding whether or not to agree to the NSA project, the district superintendents wanted NSSSED to take a look at its budget and make it as efficient as possible without decreasing services. Since the Northfield superintendents were not aware of these NSSSED budget reductions, Superintendent Nicholson has asked for the NSSSED budget to be placed on the next Northfield Township Superintendents meeting agenda. She will report any additional information back to the Board.

Joanne Panopoulos stated that at the township meeting the NSSSED enrollment was discussed and that NSSSED would no longer be using Winkelman's classrooms.

Member Leshner attended the Northbrook Economic Council meeting and reported on the update of the Dundee Road and Skokie Boulevard projects. Member Leshner also reported that 33% of the Village's general revenue fund comes from the sales tax which now is a concern because of the economy. There is a streamline sales tax project that is being proposed to the legislation and a number of states are supporting this. Illinois is also starting to review this. If this proposal is passed, instead of sales tax revenues going to the village in which a store is located, it would go to the village in which the purchaser lives.

Member Handler reported on the various stimulus package proposals. The Mayor was speaking today and more information is due out in a couple of months.

Student Assessment

Principal Murphy reported on the ISAT. She explained her concern regarding the number of student absences during testing that could have a negative impact on test scores. Normally, there are 8 to 10 Field students absent during the ISAT administration. This year, 136 Field students were absent during ISAT or could not finish tests due to becoming ill during the school day. These absences equated to 257 makeup tests that needed to be completed. Winkelman did not have as high of students absent as Field School but the attendance was much lower than normal during the ISAT testing. Superintendent Nicholson stated that the district did contact the State to see if there were any accommodations that could have been made for this situation. The State did not allow any accommodations for excessive student absences and make-up testing.

District Enrollment

Superintendent Nicholson summarized the district enrollment report stating that since the last report was created, three more students have enrolled that have very little or no proficiency of the English language.

Freedom of Information Requests Acts

Superintendent Nicholson stated that the District has received two FOIA requests. She explained that the first one was from Howard Handler requesting all information relating to facility policies from the last two Board meetings. Lisa Lawler Ludwig explained that the other FOIA request was from the Illinois Policy Institute relating to contracts over \$25,000 and if they are posted on our WEB site.

First Reading of Board Policies

Superintendent Nicholson summarized the first readings on the policies listed below:

Student Discipline
Preventing Bullying, Intimidation and Harassment
Harassment of Student Prohibited
Restrictions on Publications and Written or Electronic Material

Member Hofmockel asked if the District teaches about inappropriate text messaging. Superintendent Nicholson confirmed that the District does have training about cautions that need to be taken with electronic messaging and that the State requires school districts to have a written curriculum on internet safety. Principal Murphy will be working with the District's computer teachers to create such a curriculum.

MOVING INTO CLOSED SESSION

Member Hofmockel made a motion to go into closed session. Member Crowe-Richards seconded this motion. The motion was passed 6:0, (Member Silver stepped out during this motion). The Board adjourned to closed session to consider student issues, possible legal matters, information regarding the addition, reduction and elimination of positions, and the non-renewal, employment and compensation of specific employees.

The Board of Education adjourned to closed session at 9:06 PM.

RETURN TO OPEN SESSION

President Ruben made a motion to adopt the resolution for the non-renewal of first, second and third year teachers as noted in closed session. Member Silver seconded the motion. The motion passed 7:0.

Member Crowe-Richards made a motion to adopt the resolution for the non-renewal of a fourth year teacher as noted in closed session. Member Handler seconded the motion. The motion passes 7:0.

Member Crowe-Richards made a motion to adopt the resolution for the non-renewal of the part-time teacher as noted in closed session. Member Hofmockel seconded the motion. The motion passed 7:0.

Member Handler made a motion to adopt the resolution for the non-renewal of the Education Support Personnel as noted in closed session. Member Spector seconded the motion. The motion passed 7:0.

Member Crowe-Richards made a motion to reduce the FTE of each of the traveling art and music teachers by 0.07 FTE effective the end of the 2008-2009 school year pending the ability to locate quality teachers at a 0.93 FTE and pending the ability to create a schedule conducive to serving both schools. Member Hofmockel seconded the motion. The motion passed 7:0.

Member Hofmockel made a motion to eliminate French from the 6th grade foreign language program due to lack of sufficient student interest. Member Leshner seconded the motion. The motion passed 7:0.

Member Leshner made a motion to reduce the number of special education teachers at Field School by 0.4 FTE, effective the end of the 2008-2009 school year with the flexibility to decrease this reduction as a result of unknown move-ins. Member Handler seconded the motion. The motion passed 7:0.

Member Hofmockel made a motion to employ a full-time reading specialist for Field School effective the beginning of the 2009-2010 school year. Member Handler seconded the motion. The motion passed 7:0.

Member Leshner made a motion to employ the equivalency of a 1.0 FTE teacher to work within the ELL/TBE program at Winkelman School pending the number of LEP Korean students' remains at or more than 20 for the 2009-2010 school year. Member Handler seconded the motion. The motion passed 7:0.

Member Spector made a motion to employ James LeBlanc as Winkelman's 1.0 FTE physical education teacher, effective the beginning of the 2009-2010 school year. Member Hofmockel seconded the motion. The motion passed 7:0.

Member Hofmockel made a motion to employ a psychologist intern for the 2009-2010 school year. President Ruben seconded the motion. The motion passed 7:0.

Member Spector made a motion to grant tenure to the following personnel: Jeanne Brunner, Kathleen Clark, Stacy Diamond, Debbie Jeon, Annie Paone and Jackie Bauman. Member Handler seconded the motion. The motion passed 7:0.

Member Silver made a motion to approve the following retirement package for Dan Razes:

- \$17,500 longevity - This will be paid out over the next two years to avoid the 6% penalty. Any remaining amount not paid by June 30, 2011 will be paid after retirement and will not be credited toward TRS.
- Single dental (HMO) coverage from July 1, 2011 to age 65.

- Family HMO medical insurance coverage from July 1, 2011 to June 30, 2012 followed by single HMO medical coverage until age 65.

Member Leshner seconded the motion. The motion passed 7:0.

ADJOURN MEETING

Member Silver made a motion to adjourn the meeting. President Ruben seconded the motion. The motion was passed 7:0. The Board adjourned at 10:41 PM.

Board President

Board Secretary

Date