

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION
FIELD SCHOOL LEARNING CENTER
3131 Techny, Northbrook, Illinois 60062
7:00 PM, April 15, 2013**

CALL TO ORDER

The Legal School Holiday and Parent-Teacher Conference Waivers Hearing were called to order by President at 7:35PM.

ROLL CALL

Board Members:

Present: David Handler
Mike Berkowitz
Shel Leshner
Robert Spector
Mary Crowe-Richards
Jeffrey Silver
Bonnie Schoenberg

District Administration

Present: Dr. Alexandra Nicholson, Superintendent of Schools
Cathy Lauria, Director of Business Services

A quorum of the Board was confirmed by President Handler.

Superintendent Nicholson summarized the States new system regarding the new requirements for legal school holidays and parent-teacher conference waivers wherein in lieu of every time that the district decides that we want to have school on an official holiday or have a parent-teacher conference on an official holiday or have parent-teacher conferences in the evenings on a few nights and then give the teachers off a day for all the extra time they have been here. Typically every year you do that then you have to ask the State for a waiver for every three years. The new system states that here are all the legal holidays and if your district wants the right to waive those holidays in your calendars in the future, then all you need to do is have the one hearing and that would be complete. The same procedure would happen for parent-teacher conferences. If we needed to waive them every year, that would be time consuming and would delay getting the calendars out to our families in the district. Superintendent Nicholson questioned the audience if they had any comments to please address the Board. There were no comments.

Member Silver made a motion to adjourn the waiver hearing. President Handler second the motion. The motion passed 7:0.

CALL TO ORDER

The regular meeting of the Board of Education was called to order by President at 7:39PM.

ROLL CALL

Board Members:

Present: David Handler
Mike Berkowitz
Shel Leshner

Robert Spector
Mary Crowe-Richards
Jeffrey Silver
Bonnie Schoenberg

District Administration

Present: Dr. Alexandra Nicholson, Superintendent of Schools
Cathy Lauria, Director of Business Services

A quorum of the Board was confirmed by President Handler.

ADDITIONS OR CHANGES TO THE AGENDA

Superintendent Nicholson stated that open item IX.h, Dismissals should read Dismissals/Resignation for personnel and needs to be added to the closed session agenda.

READING OF COMMUNICATIONS TO THE BOARD OF EDUCATION

None.

PRESENTATION OF 2012-2013 CERTIFICATES OF RECOGNITION

Superintendent Nicholson summarized the recognition wherein she stated that every year the State does an annual review on whether the school districts are complying with all of the hundreds of school codes and school law that exist. Not only is District 31 complying with those but we are also implementing them appropriately. You can either be fully recognized, recognized pending further review or you are on probation or not recognized at all. For the past six years we have been fully recognized.

ONLINE BOARD POLICY MANUEL PRESENTATION

Principal Murphy presented the online board policy manual to the Board and audience of the meeting.

RECOGNITION OF AUDIENCE

Superintendent Nicholson read the PTC report as follows:

- The PTC is trying to secure several 2013-14 Committee Chair positions as well as the President Elect. If you know of anyone, please have them contact Susan.
- The PTC is starting to promote the LeBlanc Laugh Off. A family improv show with our gym teacher at Winkelman, Jim LeBlanc, and several of his college friends. Great show last year and we are hoping for a bigger turnout this year. It's for all ages. It will be on May 10th.
- Taste of 31 is this Friday, the 19th from 6:00-8:30 - hope you all will be there.
- Maria's retirement party is May 22 at 3:00pm.

CONSENT AGENDA

President Handler made a motion to approve items a through o on the consent agenda with the correction of the March 14, 2013 minutes wherein under action item regarding the leave of absence request for Kathleen McNeela. The corrected minutes should reflect that the motion was passed 4:2 with one abstain. Member Leshner seconded the motion. The motion passed on a roll call 7:0.

ACTION ITEMS

Director of Business Services, Cathy Lauria recommended that the Board of Education approve the Notice of Public Hearing concerning the intent of the Board of Education of West Northfield School District 31 to transfer money from the operations and maintenance fund to the education fund. The hearing is being requested to provide an opportunity for public comments regarding this permanent transfer of funds. In order to promote a healthy fund balance in the Education Fund, it would be in the best interest of the district to transfer funds

from the Operations and Maintenance (O&M) Fund to the Education Fund. The O&M Fund has a high fund balance due to the fact that we received the \$1.78 million and the Illinois Construction Grant and we reduced expenses in that department and we have cut a staff member and have been very careful about our spending for the last couple of years. We started to fix the situation by reducing the levy amount on the O&M fund and we would like to do this at the next Board meeting when that one is scheduled. Due to the fact that right now legislation allows for us to make that transfer between O&M to the Education Fund and that is currently good until June 30, 2013. The state may not extend that law so when this is revisited at the night of the public hearing and to pass this recommendation; we would have an effective date of June 1, 2013. It would be in this fiscal year and then we could apply this to the next budget. President Handler questioned what the dollar amount is that is in question to be transferred. Mrs. Lauria stated that because it is a healthy balance she is thinking \$800 to \$1 million dollars to be transferred.

Member Crowe-Richards made a motion to approve a public hearing for permanent transfer from fund 20 to fund 10. Member Leshner seconded the motion. The motion passed 7:0.

Mrs. Lauria recommended that the student fees for the 2013-2014 stay at the same fee structure that was approved for the 2012-2013 school year with the addition of a technology fee due to the District's advancements in technology. Superintendent Nicholson summarized the final two 1:1 devices that have been chosen and the different options such as purchasing, leasing and the fees involved. Superintendent Nicholson also explained that the choice of the 1:1 device is the iPad device. After further discussion, it was agreed to go with the iPads have the parents lease the computers and have the fee for technology be at \$125.00.

Member Silver made a motion to approve the fees as scheduled with the addition of the technology fee at \$125.00 per student. Member Schoenberg seconded the motion. The motion passed 7:0.

INFORMATION AND DISCUSSION ITEMS

Director of Business Services, Cathy Lauria reviewed the federally funded programs wherein she stated that currently we are waiting for Title One to be approved again as we submit our amendment. If we are able to get those funds, one of those funds is Title Three Bilingual includes a carryover of about \$24,000 but if we are able to get approval for Title One which is our largest, we are expecting to get about \$400,000 in grants for this year.

Mrs. Lauria summarized the December and January Monthly Budget summaries wherein January you see the Budget column and then the year to date column. The percentage of the year is at 58% and then the percentage spent column shows that one is at 99% because we have completed that source of revenue which was an over payment of the deficiency levy we had the prior year. You will not see any receipts for working cash or capital projects because that is based on interest if we shall receive it and that is done with a journal entry at the end of the year and after the auditors have been here. We have received almost \$2 million in property tax receipts in February and almost \$5 million in March which are not recorded yet. If you go to the expenses we are basically done with our bond payments except for the interest. The debt service from the leases is all timing to when the lease payments are due. We are not up to 58% with the IMRF and social security costs. Part of that is due to a lot of our teaching assistants have been placed into long term teaching assignments therefore we put substitutes in the assistant positions and the district does not have to contribute to IMRF. Capital projects money has been spent on the parking lots and should we move forward to any of the changes to our entrances that would increase. Superintendent Nicholson question when can our tax payers expect to have the extra money on their taxes from their bond removed. Mrs. Lauria stated in the 2015-2016 school year. Mrs. Lauria stated the the general ledger attached breaks it down to our beginning fund balances, receipts and expenses and we just balance that to our cash.

Board Reports

Member Silver reported that he attended with Superintendent Nicholson, the Illinois Association of School Boards Dinner wherein they spoke about how school districts should remain within the common core standards.

Member Crowe-Richards stated that NSSED had the meeting last week. There is a new school calendar, the second budget is in and there is autism eligibility framework that is being worked on. The proposed ISBE class rule's size is being highly contested by a group of parents. ISBE is stating that they are no longer going to have a maximum number of students for special education. The Business Administrator from NSSED has put in his resignation and is going to a different school district. The transition program for students, who are 18 to 21, will be moved together in Northbrook and the parents are very excited of this transition.

Freedom of Information Requests

None.

Student Enrollment

Superintendent Nicholson summarized the April student enrollment by grade level and student transfer-in/out.

RECOGNITION OF AUDIENCE

None.

SCHEDULING ANOTHER BOARD MEETING FOR REORGANIZING OF THE BOARD

Superintendent Nicholson briefly reported to the Board why we need to schedule another Board meeting. After further discussion the Board agreed to schedule the reorganizing of the Board on April 30, 2013 at 7:15PM.

CLOSED SESSION MEETING

Member Crowe-Richards made a motion to move into closed session. Member Schoenberg seconded the motion. On a roll call. The motion passed 7:0.

ACTION REGARDING THE APPOINTMENT, EMPLOYMENT, COMPENSATION OR PERFORMANCE OR SPECIFIC EMPLOYEES

Member Schoenberg made a motion to....

- increase Principal Erin Murphy's salary to 5% for the fiscal year 2014 and 5% for the fiscal year 2015. Member Leshner seconded the motion. The motion passed 7:0.
- increase Director of Student Services, Katie Marshall's salary to 7% for fiscal year 2014, 8% for the fiscal year 2015 and 9% for the 2016 fiscal year.
- increase District of Business Services, Cathy Lauria's salary to 7% for fiscal year 2014, 8% for the fiscal year 2015 and 9% for the 2016 fiscal year.

Member Leshner second the motion. On a roll call the motion passed 7:0.

Member Schoenberg made a motion to increase the salaries of the classified staff by 2.9% for the fiscal year 2014. Except for Edna Miller who will receive a 4% increase for the fiscal year 2014 and Susie Smith who will be on the teacher's salary schedule once she finishes her certification. Member Leshner seconded the motion. On a roll call the motion passed 7:0.

Member Schoenberg made a motion to extend the contracts of Director of Building and Grounds, Ed Blankenheim and Manager of Technology, Infrastructure and Operations for a three year term through June 30, 2016. Member Crowe-Richards seconded the motion. On a roll call the motion passed 7:0.

Member Schoenberg made a motion to accept the resignation of Erica Sherman. Member Crowe-Richards second the motion. The motion passed 7:0.

Member Silver made a motion to grant tenure to the following teachers:

- Amanda Bass
- Demetria Dimopoulos
- Jim LeBlanc
- Lisa Klein
- Mike Sackley
- Paula Delehanty
- Stephanie Mats

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

Member Crowe-Richards made a motion to approve the FMLA request from Carlissa Pokora and the leave of absence request from Trina Lauter. Member Schoenberg seconded the motion. The motion passed 7:0.

Member Crowe-Richards made a motion to deny Christina Dusilo's leave of absence request. Member Schoenberg second the motion. The motion passed 7:0.

Member Schoenberg made a motion to approve the dismissal of Carol, Brozo, Tess Fotidzis, Karen Schur and Kelli Priest. Member Silver seconded the motion. The motion passed 7:0

ADJOURN MEETING

Member Silver made a motion to adjourn the meeting. Member Crowe-Richards seconded the motion. The motion was passed 7:0. The Board adjourned at 10:18 PM.

Board President

Board Secretary

Date