

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION
FIELD SCHOOL LEARNING CENTER
3131 Techny, Northbrook, Illinois 60062
7:00 PM, February 20, 2014**

CALL TO ORDER

The regular meeting of the Board of Education was called to order by President Silver at 7:03PM.

ROLL CALL

Board Members:

Present: Laura Greenberg
 Shel Leshner
 Robert Resis
 Jeffrey Silver
 Kosta Skoulikaris
 Robert Spector
 Peter Stamatis

District Administration

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

Recording Secretary: Tina Nielsen

A quorum of the Board was confirmed by President Silver.

ADDITIONS OF CHANGES TO THE AGENDA

Superintendent Nicholson stated that item VI.g. iii. should have read Budget Policy instead of Budget Policy/Calendar in order to match the document that is in the packet. Also action item VII. a. 2013-2014 Calendar needs to be discussed in closed session.

READING OF COMMUNICATIONS TO THE BOARD OF EDUCATION

RECOGNITION OF AUDIENCE

Superintendent Nicholson reported on the following on behalf of the PTC:

- Movie night is scheduled for March 7, 2014. The movie "Despicable Me 2".

CONSENT AGENDA

Member Leshner made a motion to approve items a through j of the consent agenda. Member Greenberg seconded the motion. Superintendent Nicholson summarized to the Board that Kathleen McNeela was a literacy coach at Winkelman School and has been on a leave of absence that was granted by the Board for two years with her second child. She needed to make a decision whether or not she was going to return to District 31 in the fall. Kathleen has decided to resign, effective immediately. The motion to approve items a through j of the consent

agenda passed on a roll call 7:0.

ACTION ITEMS

Superintendent Nicholson summarized the 2014-2015 Calendar wherein she stated that the calendar contains several positive features identified as important by the 218 parents and staff who completed the survey. District 31 as well as the surrounding districts follow District 225's calendar as closely as possible. Some of the highlights of the District 31 proposed calendar are as follows:

- There are four Teacher Institute Days - two the first week, one in October and one in January for the purpose of professional development.
- There are two half days for professional development in May for the purpose of student articulation.
- All student days are full days with the exception of the two half professional development days. This brings the number of full student attendance days to 172, an increase from 168 in 2013-2014.
- Thanksgiving Break is four days.
- Two proposed emergency days are scheduled during the school year - one in February and one in March. The remaining three emergency days are at the end of the school year.
- Teachers work 180 days per the Board/WNTA Agreement.

After further discussion, Member Greenberg made a motion to approve the 2014-2015 Calendar. Member Leshner seconded the motion. The motion passed 7:0.

Superintendent Nicholson summarized the request to approve the contact information to Natasa Livaditis and Athena Aralis of Field students whose parents have agreed to allow to share their contact information for the purpose of potential non-District sponsored student trips. After further discussion, Member Leshner made a motion to share the contact information with the sponsors for the trip with a disclosure stating that the contact information is to be used only for the sole purpose of the trip and that they will agree by signature. Member Skoulikaris seconded the motion. The motion passed 7:0.

INFORMATION AND DISCUSSION

Director of Business Services, Cathy Lauria, reported on the monthly budget summary and general ledger summary for January. Mrs. Lauria also shared a chart which illustrated the same spending and revenue patterns as last year. Expenses continued in a steady upward pattern while revenues plateau after fall property tax receipts and will then spike upward again when spring tax receipts are received. There were no significant revenues for January. The corporate personal property taxes we received were entered into our Debt Service, or Capital Lease Fund. The expenses incurred were very typical for this time of year. Member Resis questioned what type of expenses we had with the damage from the water pipes bursting at Winkelman. Mrs. Lauria stated that there was some damage to the walls and the rugs will need replacing and that those expenses will be filed with the insurance company.

BOARD REPORTS

Member Resis stated that there is a spring dinner meeting on March 19, 2014 in Arlington Heights for the Illinois School Boards Officials. The topic of the meeting is "Eliminate the Salary Schedule" Seriously?" Board members interested in attending should let Tina know and she will take care of the registration.

Member Greenberg reported that the Education Foundation Winter Benefit was a high success and raised roughly \$22,000. An upcoming event is the benefit performance of Willy Wonka Jr. by the Field School students scheduled on April 12, 2014. She asked for candy donations and indicated the candy donations could be given to her.

2013-2014 Strategic Plan

Superintendent Nicholson stated that Member Skoulikaris communicated with her regarding things that he would like to review with the rest of the Board in regards to communication by the district. He suggested the following information be provided on the District web site:

- information on all elected and administrative officials
- Board minutes and Board packets for the last five years
- five years of individual and yearly expenditures
- salary and benefits for the last five years
- all vendor contracts and RFPs
- taxes and fees disclosures.

Superintendent Nicholson directed the Board members to the communication survey results included in the Board packet. She explained this survey was taken by the community, parents, and staff, and that the results were meant to be used to create a five-year communication plan. This survey and the development of a five-year communication plan are part of the current Strategic Plan. Member Skoulikaris reported that he reviewed the information other governmental entities in the State provide to the public domain and stated the public has a right to this information. He explained his suggested list came from the research he conducted. Vice President Spector suggested the Board consider what information could be a potential benefit to our community verses a potential opportunity of misuse of the information. After discussing Member Skoulikaris' suggested list, the Board directed the administration to begin adding additional information on the web site with the exception of biographical information about Board members until they had an opportunity to discuss this further in closed session.

FREEDOM OF INFORMATION ACT

Director of Business Services, Cathy Lauria summarized the Freedom of Information Act from Patrick McCraney, Better Government Association.

COMING TO ORDER – Chapter Eight

Superintendent Nicholson summarized chapter Eight of *Coming to Order*.

CURRICULUM REVIEW CYCLE

Superintendent Nicholson summarized the curriculum review cycle wherein she explained that it illustrates curricular and instructional program studies and adoptions every year since Superintendent Nicholson has been the District 31 Superintendent as well as those scheduled through 2015-2016. She explained that once a curriculum and instructional program are officially adopted by the Board of Education, the staff is responsible to implement them with integrity.

STUDENT ENROLLMENT

Superintendent Nicholson summarized the January student enrollment by grade level.

TERRA NOVA

Superintendent Nicholson stated Terra Nova is given to the eighth graders by high school District 225. The high schools use the results to help with high school class placement. District 31 does not always receive the results. Superintendent Nicholson requested the results from District 225 and explained that typically, when District 225 shares results with the elementary districts, they are a comparison of the district's average score to the overall Township average score.

RECOGNITION OF AUDIENCE

None.

ACTION ITEMS

Member Leshner made a motion to allocate the funds necessary to implement full day kindergarten beginning with the 2014-2015 school year. Member Greenberg seconded the motion. The motion passed 7:0

ADJOURN MEETING

Member Stamatis made a motion to adjourn the meeting. Member Leshner seconded the motion. The motion was passed 7:0. The Board adjourned at 11:13 PM.

Board President

Board Secretary

Date