

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION
FIELD SCHOOL LEARNING CENTER
2055 Landwehr Rd, Northbrook, Illinois 60062
7:00 PM June 16, 2015**

CALL TO ORDER

The regular meeting of the Board of Education was called to order by President Spector at 7:05PM.

ROLL CALL

Board Members:

Present: Laura Greenberg
 Melissa Choo Valentinas
 Robert Resis
 Daphne Frank
 Kosta Skoulikaris
 Robert Spector
 Peter Stamatis arrived 7:58 PM

District Administration

Present: Dr. Alexandra Nicholson, Superintendent of Schools
 Cathy Lauria, Chief School Business Official

Recording Secretary: Tina Nielsen

A quorum of the Board was confirmed by President Spector.

ADDITIONS OR CHANGES TO THE AGENDA

Superintendent Nicholson added student issue to Item XIV as an additional reason to go into closed session.

READING OF COMMUNICATIONS TO THE BOARD OF EDUCATION

None

RECOGNITION OF AUDIENCE

Superintendent Nicholson recognized District 31 Band Director Mike Miller and his students for their accomplishments. Over the past several years, many band awards have been received including, but not limited to the following:

- For the third year in a row, Field's Wind Ensemble received the high honor of being invited to attend the invitation-only SuperState Festival held at the University of Illinois at Urbana-Champaign.
- 5 Field band members won places in the 2014 Illinois Music Educators Association Junior High Honors Band.
- 95 District 31 band students performed at the 2015 North Shore Solo and Ensemble Festival in February.

- The Field Wind Ensemble scored a First Place “Plus” Superior Rating at the Illinois Grade School Music Association Band Contest.

Parents of band students spoke on behalf of Mr. Miller, and Superintendent Nicholson stated that the District 31 Board of Education and administration are very proud of the accomplishments of our students and their leader.

2014-2015 STRATEGIC PLAN FINAL REPORT

Superintendent Dr. Alexandra Nicholson presented the end-of-year report for the 2014-2015 Strategic Plan wherein she stated that the District was able to successfully complete all the goals and objectives that were established five years ago for the 2014-2015 Strategic Plan. This marks the fifth year of District 31’s first five-year Strategic Plan. Superintendent Nicholson stated that this report is available on the District web site for public viewing.

2015-2016 THROUGH 2019-2020 STRATEGIC PLAN PROPOSAL

Superintendent Dr. Alexandra Nicholson presented District 31’s proposed 2nd formal Strategic Plan to the Board and community. Superintendent Nicholson has two more presentations scheduled for June and July for anyone in the community to attend. Superintendent Nicholson stated that this Plan is available on the District web site for public review. Superintendent Nicholson stated that comments regarding the plan should be sent to Dr. Nicholson at anicholson@district31.net. All comments and suggestions will be considered in preparation for the final Plan approval during the July 23rd Board of Education meeting.

CONSENT AGENDA

Member Greenberg made a motion to approve items IX a through g of the consent agenda which were read by President Spector. Member Frank seconded the motion. The motion passed on a roll call 7:0.

ACTION ITEMS

Chief School Business Official, Cathy Lauria, recommended to the Board of Education to approve the Master Lease Purchase Agreement between Apple, Inc. and West Northfield School District 31, for the 1:1 devices for kindergarten through grade 2, including the Acceptance of Lease Payment Obligation. This agreement is for 190 iPADS paid in three installments of \$24,759.57. Member Greenberg made a motion to approve the Master Leasing Purchase Agreement for the iPADS K-2. Member Choo Valentinas seconded the motion. The motion passed 7:0.

Chief School Business Official, Cathy Lauria, recommended that the Board of Education formally approve the Government Obligation Contract between Providence Capital Network, LLC and West Northfield School District 31 for the teacher laptops. Mrs. Lauria stated that part of the District’s five year technology plan includes a five -year replacement cycle for teacher laptops. The final payment on the current laptop lease was made in June 2013, and fiscal year 2015-2016 will be the first year of the next five year cycle. Manager of Technology Infrastructure and Operation Dave Del Boccio has been investigating options and testing different laptop models for this replacement. This equipment, 110 HP SB 440 Notebooks with Software and Protection Plan, will require four annual payments of \$25,528.00 beginning July

2015. The technology fee will help to offset this cost as well as the savings that we can anticipate from the new printer/copier agreement. Mrs. Lauria stated that she asked Providence Capital to add two additional items to the contract, per our attorney review. One is adding a choice of law and venue clause and the other is a non appropriation clause. The choice of law and venue states that we would comply with the laws of Illinois and the non appropriation clause states that if funds are non appropriated we can then terminate the lease and return the equipment. This has never occurred at District 31 since the funds are allocated in the budget, but it is there as a protective clause for the District. In Illinois it is not necessary to have this clause, but our attorney recommended its inclusion. If approved, the first payment will be due at closing.

Member Stamatis questioned what happens with the old laptops. Mrs. Lauria stated that Mr. Del Boccio is looking into options which include recycling or selling them at a very low rate. Some of the laptops are no longer useful. Member Choo Valentinas stated that some of our families do not have access to a computer so maybe the District can come up with a program to be able to support them with a laptop. Superintendent Nicholson stated that we can look into that.

Member Skoulikaris questioned if this lease cost included program updates. Mrs. Lauria stated that it is just for the lease of the equipment.

Member Resis made a motion to approve the Government Obligation Contract with Providence Capital Network, LLC dated June 17, 2015 including the payment schedule. President Spector seconded the motion. The motion passed 6:0. Member Greenberg stepped out during this conversation.

Mrs. Lauria recommended that the Board of Education approve the Prevailing Wage Resolution. We do this on an annual basis and this is required by school code. The process requires the District to adopt a resolution, which establishes the prevailing rate of wages paid in our general area, and to include that list of wages with the resolution. The latest report for wages was updated in June and is included in the Board packet with the resolution. After adoption of the resolution by the Board, a certified copy will be filed with the Secretary of State and the Illinois Department of Labor. The Board action will be published in a newspaper of general circulation in our area. This is a requirement and will need the Board President and Board Secretary's signature on the resolution.

Member Skoulikaris made a motion to approve the resolution ascertaining the Prevailing Rate of Wages for Laborers, Workman, and Mechanics employed on public works in the County of Cook, State of Illinois. Member Frank seconded the motion. The motion passed 6:0. Member Greenberg stepped out during this conversation.

INFORMATION AND DISCUSSION

Superintendent Nicholson reminded the Board that when they approved the 2015 summer work chart she had explained that some of the items may need to change as a result of the goals

established by the Strategic Plan Team. The edited 2015 Summer Work chart is in the packet. She provided a few examples of the changes made. The total dollar amount increased by \$6,000.

Chief School Business Official, Cathy Lauria summarized the monthly budget summary/general ledger summary and the year to date report- May 2015. Mrs. Lauria explained the treasurer's report that is provided every month. The ending fund balance on the bank reconciliation equals the totals that are listed for the fund balances when you compare revenues and expenses to cash accounts. The goal is to reconcile our books to the bank balances. Mrs. Lauria stated that the monthly budget summary will have a few adjustments as to how the revenues will be allocated because the current tax rates being used for spring receipt distributions are based on rates that Mrs. Lauria estimated in her projections since the final tax rates are not received from the county until late June. The numbers indicate that the percentage of revenues received to date are slightly over budget and is very close to the receipts at this point last year. Mrs. Lauria stated that we have spent \$35,000 more than last year in O & M, but the percentage spent is less due to a higher budgeted amount this year. In Fund 32, there are a couple of payments left to be made for the fiscal year including a Xerox payment and an interest payment on the 2010 bond. Capital projects' expenses went up this month due to the fact that the architect fee was paid in May for the HVAC project. President Spector stated that we are about 20% under budget with our expenses and asked if there will be something major in expenses coming up or if we overestimated in terms of expenses. Mrs. Lauria stated that we try to conservatively approach estimates for revenues and expenses but June has additional expenses. For example there are six payrolls processed instead of the usual two, due to teacher summer payrolls.

Chief School Business Official, Cathy Lauria summarized the Deemed Final Certificate for preliminary official statement to PMA Securities wherein she stated that she along with PMA and Chapman & Cutler did numerous reviews on the preliminary official statement for the bond issuance. Mrs. Lauria stated that all policies were followed for disclosures. The date scheduled to sell the bonds is June 24, 2015.

Member Resis questioned if the financial recognition that we received improved our interest rates. If so, he asked if it reflected on the estimated true cost of the Bonds. Mrs. Lauria stated that in the Board packet, after the preliminary official statement, there is an updated debt service schedule so the difference in rates can be seen comparing what was quoted in April and then what was quoted as of June 5, 2015, in terms of interest rates. The rates increased slightly because interest rates are starting to rise, but those rates are based on our Aa3 credit rating. The negative outlook was removed. The true interest costs increased from \$2.58 to \$2.70, and the interest cost on the \$1 million bonds increased from \$1.87 to \$2.09. The Debt Schedule had also been adjusted due to the fact that we did not have to provide for any capitalized interest payment for the 2010 bond issuance, so the actual debt service cost decreased for the 2015 bond issuance.

Chief School Business Official summarized the requested increase to some of the items on the Quest Food Management menu including the price of the regular lunch meal due to escalating

food prices. Each year, we have requested that Quest extend the current pricing of \$3.65 for regular lunch and they had agreed to do so, but this year's increase is needed to cover the additional cost for adding an extra lunch line at Winkelman to improve lunch serving times and to facilitate a new lunch schedule.

Superintendent Nicholson summarized the Triple III conference held by the Illinois Association of School Boards and requested that if any Board member is interested in attending to please let Recording Secretary Tina Nielsen know so she can make the reservations.

Member Choo Valentinas summarized the NSSED meeting from last week. NSSED Board members reviewed the NSSED budget which included the amount that will affect our District. They also discussed the Superintendent replacement.

Member Resis stated that there is a plan commission meeting for the Northbrook Economic Development Committee that is taking place at the time of this Board meeting. Member Resis will be attending the Northbrook Economic Development meeting on July 8, 2015 at the Village Hall.

STUDENT ENROLLMENT

Superintendent Nicholson summarized the student enrollment for June.

FREEDOM OF INFORMATION ACT

Mathematics and Science textbooks - Morgan Polikoff, University of Southern California Rossier School of Education.

POLICIES

Superintendent Nicholson summarized the following policies for adoption:

i. *School Admissions & Student Transfers To-and From Non-Public District Schools* - Our current policy requires a child to have attended a non-public preschool and kindergarten at the same school and that the kindergarten has to use State certified teachers. Some non-public preschools do not also have kindergarten programs. The administration is requesting to change the policy's criteria to allow a child to have attended two different non-public schools for preschool and kindergarten to be considered for early entry into grade one.

iii. *Organization of Instruction*. The only change to the wording is that it says half day kindergarten. We now have a full day kindergarten.

Superintendent Nicholson stated that because the changes are so minor, the need to have these two policies as first reads versus adoption is not necessary.

Member Greenberg made a motion to adopt the following policies:

School Admissions & Student Transfers To-and From Non-Public District Schools and *Organization of Instruction*. Member Frank second the motion. The motion passed 7:0.

Member Resis reported on an article from the Northbrook/Glenview Torch. The article identifies

students attending major universities, and Member Resis researched which students came from District 31. He suggested we communicate this type of information to our community. Member Greenberg added we need to communicate more for public relations purposes.

Board members toured Field School. Discussions are occurring during Board of Education meetings regarding potential building improvements. Needed improvements will be included within the District's formal Five-Year Facility Plan.

RECOGNITION OF AUDIENCE

None

ACTION ITEMS

Member Skoulikaris made a motion to approve Deanne Chiganos' FMLA request effective on or about November 23, 2015. Member Frank seconded the motion. The motion passed 7:0

Member Stamatis made a motion to table the proposed action of reinstating the Winkelman Assistant Principal. Member Skoulikaris second the motion. President Spector asked if tabling this motion will cause the administration undue challenges in finding qualified candidates. Superintendent Nicholson stated that if the Board can come up with a date to reconvene this meeting within the next couple of weeks, there will still be sufficient time for an effective search. The Board could not come up with a date to reconvene the meeting. The motion failed 4:3.

Member Greenberg made a motion to reinstate the Winkelman Assistant Principal effective the beginning of the 2015-2016 school year. Member Frank seconded the motion. After further discussion, the Board agreed upon a date to reconvene the Board meeting. Member Greenberg then made a motion to withdraw the motion to reinstate the Winkelman Assistant Principal effective beginning of the 2015-2016 school year. Member Frank seconded the motion . The motion passed 7:0.

President Spector made a motion to rescind the motion to table the proposed action to reinstate the Winkelman Assistant Principal. Member Skoulikaris second the motion. The motion passed 7:0.

Member Stamatis made a motion to reconvene this Board meeting until June 22, 2015 at 8:00PM. Member Resis seconded the motion. The motion passed 7:0. at 1:15 AM.

Board President

Board Secretary

Date