



WEST NORTHFIELD SCHOOL DISTRICT 31

3131 TECHNY ROAD, NORTHBROOK, ILLINOIS 60062-5899
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AGENDA FOR THE REGULAR MEETING OF THE BOARD OF EDUCATION

**FIELD SCHOOL LEARNING CENTER
3131 Techny, Northbrook, Illinois 60062
7:00 PM, January 17, 2013**

7:00 PM

- I. CALL TO ORDER
- II. ROLL CALL OF MEMBERS
- III. CLOSED SESSION #1 TO CONSIDER INFORMATION REGARDING THE APPOINTMENT, EMPLOYMENT, COMPENSATION OF SPECIFIC EMPLOYEES

8:00 PM

- IV. ACTION REGARDING THE APPOINTMENT, EMPLOYMENT, OR COMPENSATION OF SPECIFIC EMPLOYEES
- V. ADDITIONS OR CHANGES TO THE AGENDA
- VI. READING OF COMMUNICATIONS TO THE BOARD OF EDUCATION
- VII. RECOGNITION OF AUDIENCE
 - a. Visitors Requesting to Address the Board – no formal requests
 - b. Parent Teacher Club Monthly Report
- VIII. CONSENT AGENDA
 - a. Approve Minutes of the December 20, 2012 Regular Meeting of the Board of Education
 - b. Approve Minutes of the December 20, 2012 Closed Meeting of the Board of Education
 - c. Approve Payroll for the Second Half of the Month of December in the Amount of \$343,305.31
 - d. Approve Warrants for the Second Half of the Month of December in the Amount of \$46,057.03
 - e. Ratify Employment of Kelley Courveur as a Winkelman Learning Center Assistant Effective the end of the Workday, December 7, 2012
 - f. Ratify Employment of Racheal Molner as a Special Education Instructional Assistant Assigned to Winkelman Effective January 17, 2013
 - g. Ratify Employment of Kelley Priest as a Spanish Bilingual Instructional Assistant Assigned to Winkelman Effective Friday, January 11, 2013
 - h. Accept Donations – none
 - i. Adopt Board Policies Effective Immediately

- i. *Accounting and Audits*
- ii. *Activity Funds*
- iii. *Environmental Quality of Buildings and Grounds*
- iv. *Facility Management and Building Programs*
- v. *Fiscal and Business Management*
- vi. *Insurance Management*
- vii. *Pandemic Preparedness*
- viii. *Payment Procedures*
- ix. *Purchases and Contracts*
- x. *Resource Conservation*
- xi. *Revenue and Investments*
- xii. *Use of Credit and Procurement Cards*

IX. ACTION ITEMS

- a. FMLA Request
- b. Leave of Absence Request

X. INFORMATION AND DISCUSSION ITEMS

- a. Administrative Reports
 - i. Director of Business Services Cathy Lauria
 - 1. Monthly Budget Summary
 - 2. General Ledger Summaries
- b. Board Reports
 - i. David Handler – Northfield Township Board Presidents
 - ii. Jeff Silver – Illinois Association of School Boards
 - iii. Mary Crowe-Richards – NSSED
 - iv. Shel Leshner / Mike Berkowitz – Economic Development Committee, Northbrook
 - v. Bob Spector – Ed-Red
 - vi. Bonnie Schoenberg – Education Foundation Board Representative
 - vii. Shel Leshner – Stakeholder Financial Advisory Committee
- c. Curricular and Technology Review Updates – verbal
- d. Policies – first read
 - i. Copyright
 - ii. Communicable and Chronic Infectious Diseases
 - iii. Workplace Harassment Prohibited
 - iv. Drug and Alcohol Free Workplace
 - v. Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers
 - vi. Employment At-Will, Compensation, and Assignment
 - vii. Maintaining Student Discipline
 - viii. Recognition for Service
 - ix. Resignations
 - x. Staff Development Programs
 - xi. Substitute Teachers
 - xii. Suspension
 - xiii. Terms and Conditions of Employment and Dismissal
- e. Freedom of Information Requests
 - i. NBC 5 Chicago – special education transportation
- f. Student Enrollment
 - i. January 2012 by Grade Level
 - ii. Student Transfer-In / Out

XI. RECOGNITION OF AUDIENCE

XII. CLOSED SESSION TO CONSIDER INFORMATION REGARDING POSSIBLE LEGAL MATTERS, AND THE APPOINTMENT, EMPLOYMENT, COMPENSATION OR PERFORMANCE OF SPECIFIC EMPLOYEES

XIII. ACTION REGARDING THE APPOINTMENT, EMPLOYMENT, COMPENSATION OR PERFORMANCE OF SPECIFIC EMPLOYEES

XIV. ADJOURN MEETING

Respectfully submitted,

Dr. Alexandra Nicholson
Superintendent of Schools
January 17, 2012