

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION  
FIELD SCHOOL LEARNING CENTER  
3131 Techny, Northbrook, Illinois 60062  
7:00 PM, January 17, 2013**

**CALL TO ORDER**

The Regular Meeting of the Board of Education was called to order by President Handler at 7:11 PM.

**ROLL CALL**

Board Members:

Present: David Handler  
Mike Berkowitz  
Bonnie Schoenberg  
Shel Leshner  
Robert Spector

Absent: Mary Crowe-Richards  
Jeffrey Silver

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.

President Handler stated that we needed a motion to go into closed session #1. Member Schoenberg made a motion go into closed session #1 to consider information regarding the appointment, employment, and compensation of specific employees. Member Leshner seconded the motion. The motion passed on a roll call 5:0.

**ACTION REGARDING THE APPOINTMENT, EMPLOYMENT, OR COMPEMSATION OF SPECIFIC EMPLOYEES**

Member Schoenberg made a motion to approve the employment of Michael Kahn as the new Winkelman Elementary School Principal effective July 1, 2013. Member Leshner seconded the motion. The motion passed on a roll call 5:0.

Dr. Nicholson introduced Michael Kahn to the audience as the new Winkelman Elementary Principal.

**ADDITIONS OR CHANGES TO THE AGENDA**

None.

**READING OF COMMUNICATIONS TO THE BOARD OF EDUCATION**

None.

**RECOGNITION OF AUDIENCE**

PTC representative Terah Bozarth reported that next Friday is Bingo night and PTC has lots of great sponsors and donations for this event. The Art fundraiser is in progress during lunchtime and the Winkelman's Book Club parent publishing has started. The general PTC meeting is February 14, 2013.

### **CONSENT AGENDA**

Member Berkowitz made a motion to approve items a through i. on the consent agenda. Member Leshner seconded the motion. The motion passed on a roll call 5:0.

### **INFORMATION AND DISCUSSION ITEMS**

Director of Business Services, Cathy Lauria reviewed the Monthly Budget Summary and General Ledger Summary. She highlighted adding percentages of the year completed as well as percentages of the budgets used. President Handler stated that this new information was very helpful. President Handler stated that we are 41% through the year and the expenses are under 41% and asked if we may not be ahead because all bills for January may not have yet arrived. Mrs. Lauria confirmed that all of the months' bills may not have arrived and be accounted for in this summary. She further explained that some costs get bundled at particular times of the year. For example, bond payments, June teacher payrolls, and NSSED bills.

Mrs. Lauria reported that the lighting project is complete and we can expect an annual savings of about \$9,000 in efficiencies and the reduced amount of maintenance this lighting will incur. The lighting project includes bulb replacement and a warranty. Additionally, Mrs. Laura explained that we applied for a State grant and should receive about \$6,000 as a rebate for this project. With the rebate, this project cost the District \$14,000 which will be made up in savings in less than two years.

Mrs. Lauria reported that we had a power outage in September for which she filed a claim with Comcast. Our claim was denied, but Mrs. Lauria will continue to try to get money from Comcast for the power outage. Comcast is stating that the outage and damage it caused District 31 was a freak of nature. Director of Buildings and Grounds Ed Blankenheim reports faulty underground wires that Comcast is responsible for repairing caused the damage.

Mrs. Lauria reported on the Village of Glenview's last planning commission meeting during which possible new property was discussed. The discussion will continue during the January 8, 2013 Commission meeting which Mrs. Lauria plans to attend.

### **Board Reports**

None.

### **Curricular and Technology Review – Update**

Superintendent Nicholson reported on curricular and technology studies. She explained the Education Foundation is sponsoring an ACT Now campaign to raise \$750,000 in the next three years to fund one-to-one technology for all K-5 students. The Technology Committee consisting of representatives of Winkelman and Field classroom teachers, computer/technology/learning center personnel, and administration have been meeting all year to identify specific devices for the students. To date, Committee members have developed criteria the devices must possess for the various grade levels in order to meet the instructional needs of the students. Committee members are in the process of evaluating each device being considered based on these criteria. Once the evaluations are complete, the Committee will be able to make a recommendation as to which device(s) will best meet the needs of our students. Superintendent Nicholson stated that technology is not a curriculum. She explained that technology supports the curriculum and the concepts and skills we teach for each of the subject areas. Once the device(s) are identified, the District will begin determining how to support Reading / Language Arts since those curricula and corresponding instructional programs have been updated. Second, we will determine how technology will support Math, the subject area currently under review.

Superintendent Nicholson then reported on the progress of the Math Committee. The Winkelman and Field Principals, Superintendent, and a representative group of elementary and middle school teachers have completed Common Core Math training. The trainers have been contracted with District 31 to provide a series of workshops to all teachers of math throughout the 2013-2014 school year and to assist them with converting our current math instructional program to common core. The cost of the trainers will be funded via a grant.

Superintendent Nicholson then reported on the ELL / Bilingual Program Study. The Director of Student Services, Superintendent, and a representative group of elementary and middle school classroom and ELL teachers have completed two days of a six-day Perfect Match training. The new Winkelman Principal will be joining us. The training is teaching us how to work with a District level committee to analyze data, identify the strengths of our current program and needs of the District, and redesign our ELL / Bilingual program based on this analysis. To date, the group being trained has met with the District ELL / Bilingual Study Committee one time. Member Spector is a member of the District ELL / Bilingual Study Committee as a parent and Board of Education representative.

Superintendent Nicholson then reported on the Middle School Study. The Middle School Study Committee has been meeting since last summer. Committee members have been identifying strengths and weaknesses of the current middle school program. A consultant has been employed to work with Principal Murphy and the Committee members on different ways a middle school can be organized as well as different types of middle school scheduling. The Committee will use the information they have learned along with their analysis to determine how the current middle school program should be updated so that best practices are used to meet the needs of our students.

President Handler asked when the changes identified by these Committees will be implemented. Superintendent Nicholson stated that some of the changes will occur next year but the majority of them will begin after each of the Committees has had two years to complete their work.

### **Policies – first read**

Field Principal Erin Murphy summarized the first reads on the following policies:

- i. *Copyright*
- ii. *Communicable*
- iii. *Drug and Alcohol Free Workplace*
- iv. *Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers*
- v. *Employment At-Will, Compensation and Assignment*
- vi. *Maintaining Student Discipline*
- vii. *Recognition for Service*
- viii. *Resignations*
- ix. *Staff Development Programs*
- x. *Substitute Teachers*
- xi. *Suspensions*
- xii. *Terms and Conditions of Employment and Dismissal*

### ***Freedom of Information Requests***

Director of Business Services Cathy Lauria reported on the FOIA request from NBC 5 Chicago for special education transportation information.

### ***Student Enrollment***

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

## **RECOGNITION OF AUDIENCE**

None.

**CLOSED SESSION MEETING**

Member Schoenberg made a motion to move into closed session. Member Berkowitz seconded the motion. On a roll call. The motion passed 5:0.

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

None

**ADJOURN MEETING**

Member Schoenberg made a motion to adjourn the meeting. Member Leshner seconded the motion. The motion was passed 5:0. The Board adjourned at 9:29 PM.

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Board President

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Board Secretary

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Date