

- **Regular Meeting** -

A Regular Meeting was held by the Board of Education, School District No. 100 at Hiawatha School on Wednesday, February 25, 2009.

President Zendol called the regular meeting to order at 7:20 p.m.

The following members responded to roll call: Rinehart, Swicionis, Frankovic, Zaworski, Zendol. Harris and Pechous were absent with prior notification.

**Public Comments:**

President Zendol thanked Hiawatha School and PTA for hosting the meeting and providing refreshments.

**President's Report**

- Numerous periodicals were received and are available for board members to peruse
- Congratulations to the Speech and Drama team
- The PTA council is hosting a Candidates Forum on March 18<sup>th</sup>
- President Zendol thanked the BDC for their continuing support of District 100
- The board toured all District 100 schools this past month. President Zendol thanked all who participated in organizing the tour.

*Correspondence:* Youth Crossroads is holding their annual casino night February 27<sup>th</sup>.

*Policy:* No new policies up for first reading. There are several up for adoption on tonight's agenda.

*Building & Grounds:* Mr. Swicionis reported the committee toured Hiawatha School and found everything in excellent order. The Building & Grounds Committee is communicating with the Park District regarding the garden. The Park District will present their plan to the Building & Grounds Committee at the next Building & Grounds meeting.

*Finance:* no update at this time. Mrs. Zaworski is the board representative on the SPACCE Committee. SPACCE stands for School, Parent and Community Educational Engagement. This committee is involved with increasing effective communication with parents.

Mrs. Zendol and Mr. Swicionis participate on the DACEE Committee, which is the acronym for District Advisory Committee for Education Excellence. This advisory committee will measure the education effectiveness of school and district through analyzed data. Any other board members interested in participating should see Dr. Fields.

*Legislation:* Mrs. Zaworski stated that with the appointment of the new governor, a new sense of optimism is the hope for the 96<sup>th</sup> General Assembly. There is new legislation in Springfield. This proposed law is in regards to a cut-off date if a student has previously attended pre-school.

*IASB Reports:* Mrs. Zendol reported that the West Cook Division meeting is scheduled for April. The IASB has been working on plans for next year's convention.

*Education Foundation:* Mr. Lane announced that the budget for 2009 was approved. \$100,000 has been budgeted to District 100 of which \$80,000 has been earmarked for the SMART technology. As a reminder the Circus is scheduled for September 10<sup>th</sup> and the Golf Outing is July 19<sup>th</sup>. The staff of District 100 is organizing a "Crazy Bowling" event for March 31<sup>st</sup> with the proceeds to benefit the Foundation.

**PTA Report**

Joanne Zaworski, VP of Hiawatha PTA provided an update on PTA events. To date there are 136 members of the Hiawatha PTA. Staff is at 100% membership. Mrs. Zaworski highlighted the fundraising activities and events that have been scheduled throughout the year. Some of these are: box tops, bake sale, Home Run Inn pizza, welcome back for parents, movie night, book fair, family fun fair, chocolate sales, and Reflections' Program.

**Superintendent's Report**

Dr. Fields referred to the Annual Planning Cycle. Highlights include:

**March**

- Budget priority – to involve board members in the budgeting process. Dr. Fields has been dialoging with members on their priorities.

**April**

- First draft of the budget is due. Decisions on revenue will be made at this time.

Dr. Fields noted how impressed he was with the young lady from Piper who won the spelling bee.

Dr. Fields also stated that the South Berwyn Education Foundation passed a budget in which \$80,000 of that will be used to fund the SMART Technology. He thanked the Foundation for their support.

Dr. Fields stated that District 100 is using email as a tool for transitioning students entering kindergarten, parochial students, students in 5<sup>th</sup> grades, and students about enter high school. Ms. Hodes and Mr. Calabrese will continue to provide a progress update to Dr. Fields.

*Finance Report:* Mr. McGinnis reviewed the financial report. At the end of seven months, revenue is at 52% of the budget and year-to-date expenditures are at 60% of budget.

*Paperless Board Meetings:* Mr. McGinnis stated that laptop computers for board members are included in the technology package reported at the last meeting. A survey has been sent out to board members to get an idea of what internet services are being used. A Paperless Board Meeting pilot will be targeted for the May or June meeting. With the use of less paper, a savings could be realized within 10 meetings.

*Enrollment:* Mrs. Bagus reviewed the enrollment report: The preschool population has been included in the enrollment report. Discussion has begun on boundary changes for the middle schools. An update on boundary changes will be given at a future meeting.

*Dashboard:* Mr. Cundari reported that the January Dashboard numbers are in and they are fantastic, with 97% staff and 93% student attendance for the month of January. Student behavior continues to be in the upper 90's, with 98.98% of students meeting and achieving school goals in relation to behavior.

Mr. Kloss reported that future Dashboard reports will also include ISAT scores, student grades in general, and demographics.

*FY School Calendar:* Mrs. Bagus requested board members review the draft school calendar. Changes include 2 Institute Days in August. Waivers will be requested for Pulaski and Veteran's Days. Administration will review the high school calendar to compare days off, etc.

*Arts Berwyn Grant:* Mr. Cundari reported that this committee is doing well. Positive feedback has been received from the artist, teachers and students. There are two separate "Arts Berwyn" grant kickoff days: February 27<sup>th</sup> at Heritage and March 13<sup>th</sup> at Freedom.

*Vision Statement:* The District Advisory Committee feels that the Vision Statement is critically important. This statement justifies decisions made. It has been recommended that action be taken at the next meeting to review, discuss and adopt District 100's vision statement, mission, beliefs and goals.

*Elementary Student Uniforms:* Principals are looking for direction from the board. The board is requesting an open dialogue between the board, principals and staff regarding the consideration of elementary student uniforms. This dialogue should include feedback from PTA's and neighboring school districts. It was requested that a representative from a neighboring school district attend a future board meeting. This would be informational.

**Action Items**

- (APPROVAL OF MINUTES, BILLS AND PAYROLL,) Upon motion made by Mr. Swicionis, seconded by Mrs. Frankovic, it was moved to approve the regular, special and closed session minutes of January 28, 2009 and special meeting of February 10, 2009; to approve payment of the bills totaling \$686,587.23, to confirm payment of the payrolls for 2/6/09 in the amount of \$794,632.37 and 2/20/09 in the amount of \$784,676.15 and to authorize preparation and release of payrolls dated 3/6/09 and 3/2/09.

Roll call: Aye – Rinehart, Swicionis, Frankovic, Zaworski, Zendol  
 Nay – None  
 Absent – Harris, Pechous  
 Motion Carried

- (BASIC NEEDS TECHNOLOGY INITIATIVE): Upon motion made by Mr. Swicionis, seconded by Mrs. Frankovic, it was moved to approve the basic needs computer purchase as presented at the January 28, 2009 Board meeting, \$522,642. Phase 1, which includes technology to support paperless Board meetings, will be funded from the fiscal year 2009 budget, \$276,606; Phase 2 will be funded from the fiscal year 2010 budget, \$246,036.

Roll call: Aye – Swicionis, Frankovic, Zaworski, Zendol  
 Nay – Rinehart  
 Absent – Harris, Pechous  
 Motion Carried

Vision Grant: Mrs. Bagus reported that this grant gives the students the opportunity for a vision evaluation and purchase of eyeglasses. Participation in this grant is through June 2009. Topical Optical, the selected bidder, will be providing screenings of students. They will have a variety of glasses displayed and will repair broken glasses for the students.

- (VISION GRANT): Upon motion made by Mrs. Rinehart, seconded by Mrs. Zaworski, it was moved to approve the Vision Grant as presented.

Roll call: Aye – Rinehart, Swicionis, Frankovic, Zaworski, Zendol  
 Nay – None  
 Absent – Harris, Pechous  
 Motion Carried

Fiscal Year 2008 Audit: Mr. Andy Mace a representative of Miller Cooper & Co., Ltd. presented the 2008 audit report. Mr. Mace's overview included the following items:

- Reviewed audit opinion
- Management discussion analysis (finance condition to improve over the year; fund balances at a higher reserve)
- Reviewed footnote details
- District 100 operating plan
- Reviewed new 2008 auditing standards
- Debt service schedules
- Future options to refinance existing bonds

- (APPROVE FY2008 AUDIT) Upon motion made by Mr. Swicionis, seconded by Mrs. Zendol, it was moved to approve the Fy2008 Audit as presented.

Roll call: Aye –Rinehart, Swicionis, Frankovic, Zaworski, Zendol  
 Nay – None  
 Absent – Harris, Pechous  
 Motion Carried

Premium Benefits Plan: Mr. McGinnis briefly reviewed the Premium Benefits Plan which allows District 100 to deduct health insurance premiums prior to taxes. This would bring District 100 up to date with the IRS regulations.

- (PREMIUM BENEFITS PLAN) Upon motion made by Mrs. Rinehart, seconded by Mrs. Zaworski, it was moved to approve the Premium Benefits Plan as presented.

Roll call: Aye –Rinehart, Swicionis, Frankovic, Zaworski, Zendol  
 Nay – None  
 Absent – Harris, Pechous  
 Motion Carried

Middle School Reading Series: Mr. Cundari took the board through the process and selection of the reading series for the Middle Schools. The recommended reading series is McDougal & Little. Strengths of this reading series are student and teacher friendly, core materials available, handbook sections, layout of book, ISAT practice embedded. From a technology standpoint, the series has teacher and student material on line, availability of CD Roms for teachers, and assessment system. The middle schools will receive one novel for each text book purchased. Funding for the series was discussed. The total cost for implementing the series is \$64,839, of which \$31,253 is covered by the ITLP (Illinois Textbook Loan Program), with the remainder coming out of Mr. Cundari's budget. Presenters will be available on Institute Day to train teachers on how to use the books. The teachers are very excited with the new reading series and encourage the board's approval.

- (MIDDLE SCHOOL READING SERIES) Upon motion made by Mrs. Rinehart, seconded by Mr. Swicionis, it was moved to approve the Middle School Reading Series as presented.

Roll call: Aye –Rinehart, Swicionis, Frankovic, Zaworski, Zendol  
 Nay – None  
 Absent – Harris, Pechous  
 Motion Carried

- (APPROVAL OF SECOND READING AND ADOPTION OF: POLICY 6:10 – EDUCATIONAL PHILOSOPHY AND OBJECTIVES, 6:60 – CURRICULUM CONTENT, 6:120 – EDUCATION OF CHILDREN WITH DISABILITIES, 6:160 – ENGLISH LANGUAGE LEARNERS, 6:230 – LIBRARY MEDIA PROGRAM, 7:10 – EQUAL EDUCATIONAL OPPORTUNITIES, 7:50 – SCHOOL ADMISSIONS AND STUDENT TRANSFERS TO AND FROM NON-DISTRICT SCHOOLS, 7:100 – HEALTH, EYE, AND DENTAL EXAMINATIONS; IMMUNICATIONS; AND EXCLUSION OF STUDENTS, 7:210 – EXPULSION PROCEDURES, AND 7:290 – ADOLESCENT SUICIDE AWARENESS AND PREVENTION PROGRAMS: Upon motion made by Mrs. Zaworski, seconded by Mrs. Frankovic, it was moved to approve second reading and adoption of: Policy 6:10 – Educational Philosophy and Objectives, 6:60 – Curriculum Content, 6:120 – Education of Children with Disabilities, 6:160 – English Language Learners, 6:230 – Library Media Program, 7:10 – Equal Educational Opportunities, 7:50 – School Admissions and Student Transfers to and from non-District Schools, 7:100

– Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students, 7:210 – Expulsion Procedures, and 7:290 – Adolescent Suicide Awareness and Prevention Programs.

Roll call: Aye –Rinehart, Swicionis, Frankovic, Zaworski, Zendol  
Nay – None  
Absent – Harris, Pechous  
Motion Carried

**Personnel**

- (RESIGNATION, RETIREMENT, LEAVE OF ABSENCE, EMPLOYMENT) Upon motion made by Mrs. Rinehart, seconded by Mr. Swicionis it was moved to approve the following personnel items:

**Resignation** – Melissa Schwind, Preschool Teacher, June 5, 2009 and Flor Ramirez, TBE-2 Teacher, June 5, 2009

**Retirement** – Retirement notification as presented

**Leave of Absence** – Nicolette Campabello, 2<sup>nd</sup> Grade Teacher, FMLA March 17, 2009 to May 11, 2009, Lucas Kahun, Teaching Assistant, Student Teaching March 23, 2009 to June 8, 2009, Mirna Pedraza, Secretary, FMLA May 25, 2009 to August 17, 2009

Employment – Eileen Nystrom, Teaching Assistant and Josephine Svec, Media Clerk

Roll call: Aye –Rinehart, Swicionis, Frankovic, Zaworski, Zendol  
Nay – None  
Absent – Harris, Pechous  
Motion Carried

- (ADJOURNMENT) Upon motion made by Mr. Swicionis, seconded by Mrs. Zaworski, it was moved to adjourn the Regular Meeting at 8:45 p.m.

Roll call: Aye –Rinehart, Swicionis, Frankovic, Zaworski, Zendol  
Nay – None  
Absent – Harris, Pechous  
Motion Carried

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James E. Swicionis, Secretary

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Joanne D. Zendol, President

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Dolly Konopka, Board Recording Clerk

- **Special Meeting** -

A Special Meeting was held by the Board of Education, School District No. 100 at Hiawatha School of same district on February 25, 2009.

President Zendol called the Special Meeting to order at 6:00 p.m. The following members responded to roll call: Rinehart, Swicionis, Frankovic, Zaworski, Zendol. Harris and Pechous were absent with prior notification.

- (CLOSED SESSION) Upon motion made by Mr. Swicionis, seconded by Mrs. Zaworski, it was moved to recess into Closed Session at 6:01 p.m. for consideration of employment, resignation, performance of an employee and/or officer, current litigation involving the district and information regarding student disciplinary cases.

Roll call: Aye –Rinehart, Swicionis, Frankovic, Zaworski, Zendol  
Nay – None

Absent – Harris, Pechous

Motion Carried

- (RETURN TO SPECIAL MEETING) Upon motion made by Mrs. Rinehart, seconded by Mrs. Frankovic, it was moved to adjourn the Closed Session at 7:15 p.m. and return to Special Meeting.

Roll call: Aye –Rinehart, Swicionis, Frankovic, Zaworski, Zendol  
Nay – None

Absent – Harris, Pechous

Motion Carried

- (ADJOURNMENT) Upon motion made by Mrs. Zaworski seconded by Mr. Swicionis, it was moved to adjourn the Special Meeting at 7:16 p.m.

Roll call: Aye –Rinehart, Swicionis, Frankovic, Zaworski, Zendol  
Nay – None

Absent – Harris, Pechous

Motion Carried

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James E. Swicionis, Secretary

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Joanne D. Zendol, President