

- **Regular Meeting** -

A Regular Meeting was held by the Board of Education, School District No. 100 at Emerson School on Wednesday, December 17, 2008.

President Zendol called the regular meeting to order at 7:10 p.m.

The following members responded to roll call: Rinehart, Swicionis, Frankovic, Harris, Zaworski, Pechous, Zendol.

The Heritage Middle School Pom Squad performed a brief holiday cheer.

Public Comments:

President Zendol thanked Emerson School and PTA for hosting the meeting and providing refreshments. The Freedom Middle School Poms and Cheer Squad performed a holiday dance routine.

President's Report

Correspondence:

- Season greetings received from the Park Commissioner and Turner Construction
- Grant information from the Illinois Department of National Resources
- Sympathy was extended to Mr. Cundari and his family in the loss of his mother.

Policy: Mrs. Pechous reported that the Policy Committee met. The October Press Packet is complete. Several policies are up for 1st reading and adoption.

Building & Grounds: Mr. Swicionis reported the committee toured Emerson School. No major issues needed to be addressed. All is warm and dry.

Finance: no update. Mr. McGinnis noted that a Strategic Planning Finance Committee meeting will be scheduled for January 2009.

Legislation: Mrs. Zaworski stated that the main focus on the legislation record is the charges against Governor Blagojevich.

IASB Reports: The annual conference was held in November. Board members attending the conference provided the following feedback:

Zaworski: briefly highlighted the workshops attended. She felt the keynote speaker was excellent and commented on his statement regarding the impact everyone has on students from the maintenance person to the superintendent. Mrs. Zaworski reported that President Zendol received the "School Board President of the Year" award. Board members feel honored to be working with the #1 board president of the state.

Swicionis: represented District 100 at the Delegate Assembly; concurred with Mrs. Zaworski as to the impact the keynote speaker made on him.

Pechous: attended the policy workshops. It was enlightening to hear how other districts incorporate their policies into practice.

Harris: attended the workshop on special education. Found it to be very informative.

Zendol: thanked everyone for the nomination and stated that the Board President is only as good as the other members of the board. President Zendol arrived early for pre-conference activities. She also concurred with her fellow board members on the impression the key note had on the audience. The full report is on file.

Education Foundation: Mr. Lane announced that the Circus will be held on Sept. 10th. Donations for the Dolores Bliss Memorial Fund are still being taken. SBEF will match all donations that come in through December 31st and will be given to the District Music Program in memory of Dolores Bliss. \$300 was received from Irving School's Taffy Apple sale.

Superintendent's Report

Finance Report: Mr. McGinnis reviewed the financial report. District 100 received \$6.1M of real estate taxes for October/November. Revenue for the first 5 months is \$12.6M or 39% of budget. Expenditures are slightly under \$12.6M. Significant bills for November include health insurance, food service, renewal of liability insurance and the purchase of a vehicle.

Enrollment: Mrs. Bagus provided an updated enrollment report: There are a total of 3641 students enrolled in District 100. This is an increase of 32 more students from the same time last year. All 5th grade classrooms are closed.

Dashboard: Mr. Cundari reported that for the month of November staff attendance was at 97% with student attendance at 96%. District-wide behavioral indicators are being tracked. To date 99.39% of the students are meeting behavioral goals.

Program Review: Dr. Fields stated that the activity for December in the Annual Planning Cycle is program review and analysis. Administration is looking forward to feedback. Dr. Fields reminded Board members that the activity for January is the semi-annual evaluation along with a facilities tour. February is the board self-evaluation and superintendent evaluation. It was recommended that at this time the board hold their annual retreat and use a facilitator for the board self-evaluation.

Operations: Mr. McGinnis reported on the operation side of the District. He highlighted the following areas:

- Financial area (budget, 5 year financial plan, payroll, payables)
- Building & grounds area (preventative maintenance, 5 year maintenance plan, life safety survey)
- Food service
- Transportation

Assessment on Curriculum Programs

- Mr. Cundari reported on the Professional Learning Community
- Mr. Galbraith presented the Extended Time Programs
- Ms. Barahona provided a brief bilingual overview
- Mrs. Bagus reported on the Early Childhood Special Education Pre-School Programs
- Mr. Kloss provided an in-depth technology update

School Improvement Plans: School Improvement Plans were presented for Heritage Middle School, Emerson School, Irving School and Piper School. Principals highlighted the steps their school developed to reach their goals. Steps included the expansion of the progress monitoring system, improvement of community communication, decrease of tardiness, incorporate calm classroom strategies, increase teacher participation at PTA meetings and ways to fund additional programs and projects.

PTA Report: Dena Vargas, Emerson PTA President provided a brief review of activities Emerson PTA have held or will be holding in the future. They include book fairs, family reading nights, Santa's Workshop, family dance, friendship day, annual school carnival. To date there are 141 PTA members with 100% participation of Emerson staff.

Recognition

The follow students were recognized for their outstanding achievements this past month:

<i>Emerson School</i>	Valentina Aranda and Natalie DeLira
<i>Hiawatha School</i>	Megal Padilla and Nathaniel Quinn
<i>Irving School</i>	Angelica Jiminez and Nick Narsolis
<i>Komensky School</i>	Isaias Marquez and Stephanie Colin
<i>Pershing School</i>	Alexis Morales and Hailie Ovalle-Surowieki
<i>Piper School</i>	Alexis Perez and Yana Ramirez
<i>Freedom Middle School</i>	Carlos Soto and Genesis Coplin
<i>Heritage Middle School</i>	Denise Fiesta and Eddie Saucedo

The following staff was recognized for achieving National Board Certification

Dennis Purh
Amanda Vanderhill
Amy Quattrone

New Business

Discussion was held regarding the purchase of a used vehicle. The vehicle is a 2003 Suburban with 54,000 miles at a cost of \$18,000 and will be used to replace the 1996 orange van which has been retired from student use. Dr. Fields feels that due diligence to look at a new vehicle is recommended. He requested the PO be pulled from the payables and approved at a later date. He felt the board was not informed in a timely manner. After a brief discussion, Board members were comfortable with the purchase the Suburban. Research had been done on the vehicle and the cost is under budget. It was the consensus of the board that the PO remains in the payables.

- (APPROVAL OF MINUTES, BILLS AND PAYROLL, PTAB RESOLUTION) Upon motion made by Mrs. Zaworski, seconded by Mrs. Zendol, it was moved to approve the regular, special and closed session minutes of November 19, 2008; to approve payment of the bills totaling \$821,556.97, to confirm payment of the payrolls for 11/25/08 in the amount of \$772,695.37 and 12/12/08 in the amount of \$763,600.01, to authorize the preparation and release of payrolls dated 12/23/08, 1/9/09 and 1/23/09.

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

2008 Tax Levy: A tax levy hearing was held prior to the meeting with no comments or concerns shared by the audience. McGinnis reviewed the recommended increase of 4.9% to cover the IRMF fund. This increase would bring in \$11,681,165.

- (APPROVAL OF 2008 TAX LEVY) Upon motion made by Mr. Swicionis, seconded by Mrs. Frankovic, it was moved to approve the Tax Levy for 2008 as presented.

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

Approval of School Improvement Plans: The School Improvement Plans were presented in November and December.

- (APPROVAL SCHOOL IMPROVEMENT PLANS) Upon motion made by Mrs. Zaworski, with a unanimous second, it was moved to approve the School Improvement Plans as presented.

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

Liability Insurance Renewal (SSCIP): This is the annual renewal. SSCIP is an insurance pool shared with 65 other school districts. The premium decreased 6.8% from last year.

- (RENEWAL OF LIABILITY INSURANCE SSCIP) Upon motion made by Mrs. Rinehart, seconded by Mrs. Zendol, it was moved to approve the renewal of the SSCIP Liability Insurance as presented.

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

403(b) Plan Document: This is a retirement fund similar to the 401K. It is strictly employee deductions and involves no cost to the district. Mr. McGinnis reported that the 403(b) Plan Document needs to be approved to comply with IRS regulations.

- (APPROVAL OF 403(b) PLAN DOCUMENT) Upon motion made by Mrs. Rinehart, seconded by Mrs. Zaworski, it was moved to approve the 403(b) Plan Document as presented.

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

Change in IMRF Authorized Agent: This reflects the correct paperwork approving Cheryl Wadsworth as the IMRF authorized agent.

- (CHANGE IN IMRF AUTHORIZED AGENT) Upon motion made by Mrs. Pechous, seconded by Mrs. Rinehart, it was moved to approve Cheryl Wadsworth as the IMRF authorized agent.

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

RTI Plan: Last month Mrs. Bagus reviewed the Response to Intervention Plan. This plan helps identify struggling students early. Once approved, the schools will implement the RTI steps into their curriculum. Student growth will be measured with the AIMSWEB software.

- (APPROVAL OF RTI PLAN): Upon motion made by Mrs. Zendol, seconded by Mrs. Rinehart, it was moved to approve the Response to Intervention (RTI) Plan as presented.

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

- (APPROVAL OF FIRST READING – POLICY 2:220 – SCHOOL BOARD MEETING PROCEDURE; 4:60 – PURCHASES AND CONTRACTS; 4:70 – RESOURCE CONSERVATION; 4:160 – HAZARDOUS AND INFECTIOUS MATERIAL; 5:90 – ABUSED AND NEGLECTED CHILD REPORTING; 5:100 – STAFF DEVELOPMENT PROGRAM; 5:150 – PERSONNEL RECORDS; SECOND READING AND ADOPTION OF: - POLICY 2:105 – ETHICS AND GIFT BAN; 2:120 – BOARD MEMBER DEVELOPMENT; 4:20 – FUND BALANCES; 4:50 – PAYMENT PROCEDURES; 4:80 – ACCOUNTING AND AUDITS, 4:90 – ACTIVITY FUNDS, 4:170 – SAFETY; SECOND READING AND ADOPTION OF POLICY 5:240 – SUSPENSION) Upon motion made by Mrs. Pechous, seconded by Mrs. Zaworski, it was moved to approve first reading – Policy 2:220 – School Board Meeting Procedure; 4:60 – Purchases and Contracts; 4:70 – Resource

Conservation; 4:160 – Hazardous and Infectious Material; 5:90 – Abused and Neglected Child Reporting; 5:100 – Staff Development Program; 5:150 – Personnel Records and approve second reading and adoption of Policy 2:105 – Ethics and Gift Ban, 2:120 – Board Member Development, 4:20 – Fund Balances, 4:50 – Payment Procedures, 4:80 – Accounting and Audits, 4:90 – Activity Funds, 4:170 – Safety and second reading and adoption of Policy 5:240 – Suspension.

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

Personnel

- (EMPLOYMENT, LEAVE OF ABSENCE) Upon motion made by Mrs. Rinehart, seconded by Mrs. Frankovic, it was moved to approve the following personnel items.
Employment: Amy Stevens – Teacher, Christine Zogas - .34 Mentor Coordinator; Denise Zabochnik - .34 Mentor Coordinator
Leave of Absence: Leah O’Donnell – FMLA returning Dec. 14, 2008; Lauren Jackson – FMLA returning March 30, 2009

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

Miscellaneous

On behalf of the Board of Education, President Zendol extended to District 100 a happy holiday season.

- (ADJOURNMENT) Upon motion made by Mr. Swicionis, seconded by Mrs. Rinehart, it was moved to adjourn the Regular Meeting at 10:20 p.m.

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

James E. Swicionis, Secretary

Joanne D. Zendol, President

Dolly Konopka, Board Recording Clerk