

**MINUTES OF REGULAR MEETING  
OF THE  
GLENCOE BOARD OF EDUCATION**

**Monday, January 14, 2008**

President Rob Bailey called the Regular Meeting of the Glencoe Board of Education to order at 7:30 p.m. on Monday, January 14, 2008 in Young Auditorium of Central School, Glencoe, Illinois.

**ROLL CALL**

Present: Bailey, Burnham, Chez, Makoul, Malehorn, Myefski and Sigurdson  
Absent: None

**APPROVAL OF MINUTES**

Mr. Burnham made a motion to approve the Tax Levy Hearing, Regular Meeting Minutes and Closed Session Minutes held December 10, 2007 and Mr. Sigurdson seconded the motion.

Aye: Bailey, Burnham, Chez, Makoul, Malehorn, Myefski and Sigurdson  
Nay: None

**PUBLIC COMMENTS**

There were no public comments at this point in the meeting.

**ADMINISTRATOR REPORTS**

Cheryl Sachs, West School art teacher, and several third and fourth grade students presented art projects. Students described the steps taken to create the 4<sup>th</sup> grade clay Westie project and 3<sup>rd</sup> grade Picasso style paintings and clay projects.

Dr. Howe, Assistant Superintendent, reviewed examples of the professional development programs offered to staff members. Examples were given of activities in the major areas of college or university coursework, Glencoe University classes, presenters and speakers, workshops and conferences, and in-district staff development. Dr. Howe answered questions regarding the relationship of the staff development activities to Vision and Values goals.

**REVIEW OF 2008-2009 PROGRAM AND STAFF PROJECTIONS**

Dr. Crawford reviewed planning information for the 2008-2009 school year. Information regarding student enrollment included the Kasarda projections (December 2006). Three scenarios were provided based upon fertility rate, housing turnover and family migration. The "A" series anticipated reduced housing turnover and migration, the "B" series was expected

enrollment, and series "C" anticipated a more rapid housing turnover and in-migration. As in past years the actual district enrollment fell between his Series "B" and "C" projections.

In addition to examining past and predicted enrollments, time was spent reviewing the current enrollments at each grade level. There are 7 sections of grades Kindergarten, 1<sup>st</sup>, 2<sup>nd</sup> and 4<sup>th</sup>. There are 8 sections in 3<sup>rd</sup> and 5<sup>th</sup>-8<sup>th</sup> grades. The current second grade class was identified as having 1 section with 23 students and 6 sections with 22 students. The option of keeping the 8<sup>th</sup> section of 3<sup>rd</sup> grade for next year was discussed. This would result in 8 sections of both 3<sup>rd</sup> and 4<sup>th</sup> grades (16 classes). Additional classroom startup costs and hiring of an additional teacher were discussed versus class sizes in excess of 20. The special education space needed was also discussed.

Additional program needs and changes were discussed. The administration recommended the Board budget for the following changes in staffing for the 2008-2009 school year:

1. An increase of 1 classroom teacher at West School resulting in 8 sections of both 3<sup>rd</sup> and 4<sup>th</sup> grades.
2. An increase of 1 special education teacher for the Assisted Resource Program at West School.
3. Title I teaching staff at South School - contingent upon approval of Title I funds.
4. The projected number of support staff for 2008-2009 was approximately 57.00 and the actual number employed in 2007-2008 reported as 56.60. This was an estimate of classroom, LLC, 1:1 and additional classroom support teaching assistants. Annual reviews have been scheduled during the coming months for District special education students. These meetings would provide the information needed to more accurately determine the number of teacher associates required for the coming school year.
5. The projected custodial staffing level continued to include one additional position. The cost of substitutes and overtime pay continued to be monitored.
6. A third network technician was again included in the plan. This position has not been filled and the need for a software specialist was being considered.

### **REVIEW OF 2008-2009 TRANSPORTATION FEES**

Mr. Tanner, Director of Finance and Operations reviewed the anticipated cost of transportation for 2008-2009 was reported as \$242,681. In 2007-2008 collected fees were approximately \$175,300, the user paid approximately 73.2% of the transportation costs. The contract with Alltown Bus Service called for costs frozen at the 2007-2008 school year. A discussion was held regarding the fees with the recommendation to maintain the FY08 fee structure for the coming school year.

### **REVIEW OF 2008-2009 SCHOOL MILK FEES**

Mr. Tanner explained that for the past eighteen years the milk fee had remained \$.25 per carton or \$45 per child for the school year. With the addition of federal funds the cost of milk had been covered. In 2007-2008 the milk revenues were reported as \$32,250 and the expenses as \$24,000. The additional revenues were used to offset the costs associated with staff working in the lunchrooms.

### **REVIEW OF 2008-2009 STUDENT FEES**

Mr. Tanner identified that student fees were \$120 for South students, \$100 for West students and \$135 for Central students. The fees of other township school districts were identified and overall the District 35 fees found to be comparable.

### **REVIEW OF 2008-2009 ATHLETIC PARTICIPATION FEES**

Mr. Tanner also identified the athletic participation fees as follows:

Basketball = \$380  
Volleyball = \$225  
Soccer = \$210

The anticipated costs for 2008-2009 were identified as \$40,557 and anticipated revenue identified as \$32,145.

### **REVIEW OF CENTRAL FINE ARTS AND INTRAMURALS**

Mr. Tanner stated that no fees were charged in FY08 as student fees were raised to defray the cost of these programs. Anticipated costs for FY09 were identified as \$15,838. Participation history was reviewed and it was recommended that no fee be charged for the coming school year.

Dr. Crawford informed the Board that the following would be brought back as Action Items for the February monthly meeting:

The Personnel Plan with identified staffing changes.  
Maintaining the transportation fees at the current rate.  
Continue the \$.25 per carton or \$45 per child per year milk fee  
Continue the current student fee structure  
Continue the current athletic participation fee

### **FREEDOM OF INFORMATION REQUEST**

A Freedom of Information Act (FOIA) request was received from Mr. Howard Handler, Government Affairs Director of North Shore-Barrington Association of Realtors. Mr. Tanner responded to this request.

## **MONTHLY FINANCIAL SUMMARY**

Mr. Tanner, Director of Finance and Operations, reported the End Fund Balance for December 2007 as \$12,554,538.69.

## **APPROVAL OF BILL LIST**

Mr. Burnham made a motion to approve the December 2007 bills and Mr. Myefski seconded the motion.

Aye: Bailey, Burnham, Chez, Makoul. Malehorn, Myefski and Sigurdson  
Nay: None

## **APPROVAL OF PERSONNEL REPORT**

Ms. Chez made a motion to approve the Personnel Report and Mr. Myefski seconded the motion.

Aye: Bailey, Burnham, Chez, Makoul. Malehorn, Myefski and Sigurdson  
Nay: None

## **APPROVAL OF RELEASE OF CLOSED SESSION MINUTES**

Mr. Chez made a motion to approve the release of closed session minutes. Mr. Sigurdson seconded the motion.

Aye: Bailey, Burnham, Chez, Makoul. Malehorn, Myefski and Sigurdson  
Nay: None

## **APPROVAL OF DESTRUCTION OF CLOSED MINUTE TAPES AFTER 18 MONTHS**

Mr. Myefski made a motion to approve the destruction of closed minute tapes after 18 months. Mr. Burnham seconded the motion.

Aye: Bailey, Burnham, Chez, Makoul. Malehorn, Myefski and Sigurdson  
Nay: None

### **APPROVAL OF DISTRICT TITLE I PLAN**

Mr. Makoul made a motion to approve the District Title I Plan. Ms. Malehorn seconded the motion.

Aye: Bailey, Burnham, Chez, Makoul, Malehorn, Myefski and Sigurdson  
Nay: None

### **APPROVAL OF RESOLUTION AUTHORIZING INTERVENTION IN PENDING PTAB**

The Board tabled action regarding intervention in a pending PTAB until discussion was held in closed Session.

### **PUBLIC COMMENTS**

During the second opportunity for public comments Ms. Goose-Miller asked the Board to consider 9 sections of 4<sup>th</sup> grade for the 2008-2009 school year.

### **COMMITTEE REPORTS**

Mr. Bailey commented on the NSSSED construction project. He reviewed scenarios of potential costs. Plans for renovation had not been completed. Additional information would be forthcoming as the NSSSED staff and boards started the decision-making process.

### **ADJOURNMENT TO CLOSED SESSION**

Ms. Malehorn made a motion to adjourn to Closed Session for the purpose of discussing matters related to negotiations, pending litigation, personnel and student discipline. Mr. Myefski seconded the motion.

Aye: Bailey, Burnham, Chez, Makoul, Malehorn, Myefski and Sigurdson  
Nay: None

### **ADJOURNMENT TO OPEN SESSION**

At 11:00 p.m. Mr. Myefski made the motion to return to open session and Mr. Makoul seconded the motion.

Aye: Bailey, Burnham, Chez, Makoul, Malehorn, Myefski and Sigurdson  
Nay: None

**APPROVAL OF RESOLUTION AUTHORIZING INTERVENTION IN PENDING PTAB**

Mr. Burnham made a motion to approve the Resolution Authorizing Intervention in Pending PTAB. Mrs. Malehorn seconded the motion.

Aye: Bailey, Burnham, Chez, Makoul, Malehorn, Myefski and Sigurdson  
Nay: None

**ADJOURNMENT OF OPEN SESSION**

At 11:05 p.m. Ms. Malehorn made the motion to adjourn open session and Mr. Sigurdson seconded the motion.

Aye: Bailey, Burnham, Chez, Makoul, Malehorn, Myefski and Sigurdson  
Nay: None

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Board President

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Board Secretary