

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

**Monday, January 12, 2009**

President Robert Bailey called the Regular Meeting of the Glencoe Board of Education to order at 7:30 p.m. on Monday, January 12, 2009 in Young Auditorium of Central School, Glencoe, Illinois.

**ROLL CALL**

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

**APPROVAL OF MINUTES**

Mr. Stauber made a motion to approve the Tax Levy Hearing as amended, the Regular Meeting Minutes and Closed Session Minutes held December 8, 2008 and Mr. Chez seconded the motion.

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

**PUBLIC COMMENTS**

There were no public comments during the first opportunity in the meeting.

**ADMINISTRATOR REPORTS**

Dr. Molly Cinnamon, Assistant Principal at Central School, reviewed Response to Intervention (RtI) as it related to behavior management and middle school students. Data collected during the same time frame in school years 2007-2008 and 2008-2009 revealed a decrease in the number of detentions given to 7<sup>th</sup> and 8<sup>th</sup> grade students. Information collected included number, reason for the detention, location, etc. The decline over the previous school year was attributed to changes in procedures, teacher calls to parents, etc. The Discipline Committee was reorganized as the Behavior Committee placing a focus on identifying and implementing alternatives to detentions.

**2009-2010 PLANNING**

Dr. Crawford reviewed planning information for the 2009-2010 school year. Information regarding student enrollment included the Kasarda projections from December 2008. The updated projections showed a gradual decline in enrollment with the number of 8<sup>th</sup> grade graduates exceeding the number of incoming kindergarten students. Assumptions included a decline in births to township residents, housing turnover and replacements over the next 10 years mirroring an average of the past 3 years, and variation in the

number of families migrating into the township villages. Mortgage interest rates, a prolonged recession, and the strength of a rebound in the Chicago area were all cited as variables impacting the projections.

Three enrollment projection 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. The actual district enrollment was most closely aligned to Series "B" 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 Kindergarten, 1<sup>st</sup>, and 2<sup>nd</sup> grades. There are 8 sections in 3<sup>rd</sup> - 6<sup>th</sup> grades with 7<sup>th</sup> and 8<sup>th</sup> grade classes averaging approximately 18 students. It was recommended that the current number of sections remain in place for the 2009-2010 school year. Discussion was also held regarding the special education space needs and number of NSSED classes housed in the district.

Potential program needs and changes were reviewed and the following considerations discussed for inclusion in the 2009-2010 budget:

1. An increase of 1.0 special education teacher at Central School dependent upon discussions to be held with NSSED.
2. Title I teaching staff at South School - contingent upon approval of Title I funds.
3. The actual number of teacher associates in 2008-2009 was identified as 62.60 and a projected number for 2009-2010 identified as 65.00. This estimate included classroom, LLC, 1:1 and additional classroom support teaching assistants. Special education annual reviews scheduled during the coming months would provide the information needed to more accurately determine the number of teacher associates required for the coming school year.
4. An additional custodial/maintenance position was recommended for budgeting purposes.
5. A third network technician was again recommended for inclusion in the budget.
6. In 2006 an attempt to hire an occupational therapist proved to be unsuccessful. Consideration is being given to again post this position.
7. Two staff members currently on leave of absence will notify the school district of their intent to return to employment by February 15, 2009.

### **REVIEW OF 2009-2010 TRANSPORTATION FEES**

Mr. Tanner, Director of Finance and Operations reviewed the following fee information for the 2009-2010 school year:

The anticipated cost of transportation for 2009-2010 was reported as \$261,848. Fees collected in 2008-2009 were approximately \$175,300, the user paid approximately 70% of the transportation costs. He reported that a renewed contract with Alltown Bus Service was being negotiated and projected an approximate 5% increase over the 2008-2009 school year. Discussion was held regarding fees with a recommendation made to maintain all but the K-4 greater than ¾ mile fee. It was recommended this fee be increased from \$500 to \$550. If the proposed fee structure was adopted and ridership remained the same the district would subsidize approximately 30% or \$77,398 of the transportation costs.

Discussion was also held regarding the level of district subsidizing of transportation, the number of routes for Central School and noon kindergarten, timing of a finalized transportation contract, and potential factors impacting an increase or decrease in ridership.

### **REVIEW OF 2009-2010 MILK FEES**

Mr. Tanner stated that for the past nineteen years the milk fee has remained \$.25 per carton or \$45 per child for the school year. With the addition of federal funds the cost of milk has been covered. In 2008-2009 the milk revenues were reported as \$25,425 and the expenses as \$18,000. The additional revenues were used to offset the costs associated with staff working in the lunchrooms.

### **REVIEW OF 2009-2010 STUDENT FEES**

Mr. Tanner identified student fees as \$120 for South students, \$100 for West students and \$135 for Central students. The fees of other township school districts were identified and overall District 35 fees were found to be comparable. He recommended the current student fee structure remain in place.

It was requested that a listing of materials purchased with the fees be made available to Board members and the community.

### **REVIEW OF 2009-2010 ATHLETIC PARTICIPATION FEES**

Mr. Tanner identified the athletic participation fees as follows:

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

The anticipated costs for 2009-2010 were identified as \$53,859 and anticipated revenue identified as \$33,255. It was recommended that the basketball fee be raised to \$425 and soccer fee be raised to \$225.

### **Central Fine Arts and Intramurals**

Mr. Tanner stated that no fees were charged in FY08 or FY09 as student fees were used to defray the cost of these programs. Anticipated costs for FY10 were identified as

\$18,740. Participation history was reviewed and he recommended that no fee be charged for the coming school year.

### **MONTHLY FINANCIAL SUMMARY**

Mr. Tanner reported the End Fund Balance for December 2008 as \$16,212,653. Mr. Chez asked for clarification and additional information about where district funds were invested and the reported average interest rate on those investments.

### **APPROVAL OF BILL LIST**

Ms. Malehorn made a motion to approve the January 2009 bills and Mr. Sigurdson seconded the motion.

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

### **APPROVAL OF PERSONNEL REPORT**

Ms. Malehorn made a motion to approve the Personnel Report and Mr. Sigurdson seconded the motion.

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

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

Mr. Sigurdson made a motion to approve the release of closed session minutes for January through December 2008. Ms. Malehorn seconded the motion.

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

### **APPROVAL OF DESTRUCTION OF CLOSED SESSION TAPES**

Ms. Malehorn made a motion to approve destruction of closed session tapes 18 months or older. Mr. Sigurdson seconded the motion.

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

### **PUBLIC COMMENTS**

During the second opportunity for public comments Mrs. Nancy Shaw asked if the Central School supports and services were adequate to accommodate the needs of the incoming 5<sup>th</sup> grade class. Mr. Mollet indicated that the staffing and support services would adequately serve student needs.

## **COMMITTEE REPORTS**

Committee reports included a report from Mr. Chez that the Finance Committee met to review a number of items including auditor comments for changes in procedures. Practices in place to address these recommendations were identified.

Mr. Myefski reported that the Facilities Committee received a report regarding potential projects at each school. The report would be studied by the administrative team and brought back to the committee for prioritizing.

Mr. Bailey reported that the Vision and Values Committee met, reviewed revised materials, and incorporated the school and district improvement plans into the document.

## **ADJOURNMENT TO CLOSED SESSION**

At 9:40 p.m. Mr. Sigurdson made the motion to adjourn to closed session and Mr. Myefski seconded the motion.

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

## **RETURN TO OPEN SESSION**

At 10:55 p.m. Mr. Chez made a motion to return to open session. Mr. Sigurdson seconded the motion.

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

## **ADJOURNMENT OF OPEN SESSION**

Ms. Malehorn made the motion to adjourn open session and Mr. Stauber seconded the motion.

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

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Board President

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Board Secretary